

BOARD OF SUPERVISORS

Brown County

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PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair
Dave Kaster, Vice Chair
Dave Landwehr, Norbert Dantine, Tom Sieber

**PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE**
Monday, November 25, 2013
Approx. 6:15 p.m. (To follow Land Con Mtg)
Room 161, UW Extension
1150 Bellevue Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA

- I. Call Meeting to Order.
 - II. Approve/Modify Agenda.
 - III. Approve/Modify Minutes of October 28, 2013.
 - IV. Discussion regarding December Planning, Development & Transportation meeting.
1. Review minutes of:
 - a. Harbor Commission (August 6, 2013).
 - b. Planning Commission Board of Directors (October 2, 2013).
 - c. Planning Commission Board of Directors Transportation Subcommittee (September 16, 2013 and October 21, 2013).
 - d. Solid Waste Board (September 16, 2013).

Comments from the Public

Communications

2. Communication from Supervisor Buckley re: After the recent LAX shooting, review the active shooter training and protocol for the airport security guards. As well as the Sheriff's Dept. officers and other local agencies responding. *Referred from November County Board.*
3. Communication from Supervisor Moynihan re: Appeal on behalf of Mr. Ricky Lemmen – Addition to Residential Property located at 2352 Dorn Drive.
4. Communication from Supervisor Moynihan re: \$20,000 allocation in 2014 Annual Brown County Budget – Ms. Lynn Austin/Wise Women Gathering Place (Fiscal Agent).
5. Communication from Supervisor Erickson re: Clarity of terms and reporting methods of funds to Ms. Austin. Example: Provide quarterly with receipts presented to March, June, September, and December PD&T.

Airport

6. Jet Air Pollution Liability Coverage.
7. Contract Extension.
8. Budget Status Financial Report for October, 2013.
9. Director's Report.

Port and Resource Recovery

10. Budget Adjustment Request (13-114) Category 5: Increase in expenses with offsetting increase in revenue.

Register of Deeds

11. Budget Status Financial Report for October, 2013.
12. Ordinance Amending Section 3.27 of the Brown County Code Entitled "Register of Deeds Documentation Reception Time Cut-Off".

UW-Extension

13. Budget Adjustment Request (13-104) Category 5: Increase in expenses with offsetting increase in revenue.
14. Budget Adjustment Request (13-115) Category 5: Increase in expenses with offsetting increase in revenue.
15. Director's Report.

Planning and Land Services

16. Update regarding development of the Brown County Farm Property – standing item.
17. **Planning Commission** - Budget Status Financial Report for October, 2013.
18. **Property Listing** – Budget Status Financial Report for October, 2013.
19. **Zoning** – Budget Status Financial Report for October, 2013.

Public Works

20. Summary of Operations.
21. Update from staff re: inventory of existing space, costs of moving, and comparable properties on the market to house the Brown County Health Department. *Referred from September PD&T.*
 - a. Closed Session to discuss possible bargaining, negotiations and costs pursuant to Wis. Stat. §19.85(1)(e) which allows a closed session to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, wherever competitive or bargaining reasons require a closed session.
22. Director's Report.

Other

23. Audit of bills.
24. Such other matters as authorized by law.

Bernie Erickson, Chair

Attachments

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, October 28, 2013 in Room 161, UW Extension, 1150 Bellevue Street, Green Bay, WI

Present: Chair Bernie Erickson, Supervisor Tom Sieber, Supervisor Dave Landwehr, Supervisor Dave Kaster, Supervisor Dantine

Also Present: Executive Streckenbach, Supervisors Lund, Jamir.
Paul Van Noie, Brandy Younger, Paul Fontecchio, Robert Bousley, Tony Elfe, Jeff Oudeans, Paul Danielski, Cathy Williquette, Chuck Lamine, Bill Bosiacki, Jeff DuMez, Jim Wallen, Cole Runge, Dean Haen, Tom Miller, Vicki Reynen, Lynn VandenLangenberg, Carolyn Maricque, Dan Process, Robin VanRemortel, and other interested parties

I. Call Meeting to Order.

The meeting was called to order by Chair Bernie Erickson at 5:57 p.m.

II. Approve/Modify Agenda.

Add Item 6b; move Item #8 after #1; delete Item #12; add "Comments from the Public".

Motion made by Supervisor Kaster, seconded by Supervisor Landwehr to approve with adjustments. Vote taken. MOTION CARRIED UNANIMOUSLY.

III. Approve/Modify Minutes of September 23, 2013.

Item #3 from September meeting should be placed on the next PD&T agenda.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

IV. Discussion regarding December Planning, Development & Transportation Meeting.

It was the consensus of the committee to eliminate the December meeting unless something can't wait until January.

**1. Public Works (Highway, County Roads & Bridges, Facility Management)
- Review of 2014 department budget.**

The Public Works Department staff provided a PowerPoint re: the 2014 Budget (see attached) Highway Business Manager Brandy Younger was the facilitator. *Note that each point talked about on the beginning slides; there were slides that went into more depth on each subject.

Operations Manager Robert Bousley and Fleet Manager Tony Elfe were present to speak to the Portable Asphalt Plant. Bousley stated that one of his goals when he came on board was to increase the life expectancy of roads and decrease overall costs. One way to do that was with the addition of an asphalt plant. Increase productivity. They won't have to pay out for someone else's profit and can do it all in house. They control the schedule and mix design. Increase

quality, they could run the plant when they needed to.

Portable Asphalt Plant - In an effort to reduce asphalt material cost and improve asphalt quality, the Highway division will operate a portable asphalt plant beginning in 2014. This is projected to lower material cost for asphalt by approximately 21% and improve mix quality which will extend the life of asphalt pavement between 20%-25%. The projected payback for this initiative is 2.5 years with project life of approximately 20 years.

Dantinne questioned where they planned on putting the asphalt plant. Bousley explained that they were looking at a couple different locations. One was at their Howard site back by the quarry; they had approximately 5.5 acres of land. It would definitely be done for winter, with the increase in lane miles around the county and with 41, they will have increased sections. They will have summer revenue generated and they will be able to use it on the state sections generating revenue and keeping roads clear during the winter months. It would be yearlong employees. Dantinne noted concern for all of the permitting. Dantinne questioned if they ran the number and if it would be cost effective? Van Noie responded that they were basically very conservative, anticipating based on a \$60,000 ton year, anticipating \$3.75 net reduction in the cost of material. In reality it would be pushing \$13-\$15 a ton reduction. They should be able to do a lot more. Van Noie stated he would like to beat his numbers and was conservative.

Kaster questioned if this was extremely portable, Van Noie stated that it was considered portable because of the permitting process, but you could pick it up and move it. Kaster questioned if it was something they considered to save on trucking. Van Noie responded that initially when putting their budget together they did not consider that but it may be something they would evaluate moving forward pending on the project.

Bousley informed that they were not looking to sell product, they were not in competition with anyone, and it was solely for Brown County use. Through May to October, there would be very little time in between there. They anticipated that it would be run straight through the summer months.

Bousley informed that by controlling their materials and tweaking their mix design, they could find a mix design that worked for them and could stick with that mix. They could control their mix and do not have to rely on what was coming out of different plants. Van Noie added that there was a lot of intelligence out there from other counties and organizations that had the ability to steer them in right direction in terms of tweaking the mix. Bousley anticipated adding years to road life. Kaster questioned if there was a lot of stockpiling. Bousley informed that they will have to have a certain amount of stock on hand, they had a plan that would keep them continuously stocked; it shouldn't be an issues.

Landwehr questioned how with the three people they plan to run it, did they have anyone in the Highway Department currently that ever managed an asphalt plant. Bousley informed that 15-20 years ago Brown County had an asphalt plant, from what he could tell they made good mix. Because of the age of the plant and DNR issues, the plant wasn't upgraded so they got rid of it. They had people in-house that had experience with asphalt plants, he was confident they could find the right mix of people to run it.

Landwehr questioned if the material they were getting now met state specifications. Bousley stated they do but they had issues with clay in the mix last year. They had segregation issues with no oil on stone. Those were some of the quality control things that they could monitor in-

house. If it was located at the Howard Public Works Facility, Landwehr questioned, with the open quarry, would it create an issue? Bousley replied with the way the yard was set up, they had a storm water retention pond. Nothing should be reaching into the quarry. Landwehr questioned if there was any need with regard to rezoning with Howard. Van Noie informed that they had been looking at a couple different sites. They preferred to do it there but if they can't, there was a site over near Peters Concrete, on 43. It may be a preferred site due to location. Bousley added that their overall goal was to save taxpayers money. Even if they had to rent land or purchase additional land, the cost savings wouldn't be as great the first year but they still anticipate a cost savings overall. There was a two year time commitment to leasing the equipment. If they decided to buy it at that time they had enough info. If they wanted to walk away from it, they could after two years.

Highway Engineer Paul Fontecchio spoke to the 2-Additional PE Certified Engineers and Implementation of Wetland Mitigation Bank slides (attached).

In-house Profession Engineers – The Highway division historically spent a significant amount on consulting engineers for road and bridge projects. The 2014 budget includes (2) new full-time Civil Engineer positions in Public Works. By hiring these Professional Engineers to replace necessary outside consulting engineer services, the department will significantly reduce road design and project management expenses. Fontecchio added that they would be more productive and can do more design in-house; there was a huge advantage to that. They get requests from other departments for engineer and he routinely has to turn them away. They could have a true countywide engineering department that could help other departments and even other townships, in which they could bill for the work completed. These positions would help project manage their roadway design and construction. He was looking for technical expertise in traffic signals, traffic studies, and speed studies. The management would be distributed and allow him to manage the department more effectively.

Implementation of Wetland Mitigation Bank - Certain highway projects require an investment in wetland restoration due to road construction or reconstruction. The State of Wisconsin currently had no wetland mitigation banks available for the replenishment of filled-in wetlands, so they will pay Brown County to administer their own. During 2014, the Public Works Highway division will design and develop a wetland bank to facilitate its road construction needs. Future revenue generations from this initiative was projected at approximately \$200,000 annually. If they could get a more robust site, they may be able to reach out and help some other counties. Right now there was a huge need. Shawano County was looking at getting a wetland mitigation bank, other than that, in NE Wisconsin he was not aware of anyone else doing this. They will be in a position to help a lot of people; their focus first of all would be Brown County municipalities. Kaster questioned if the Research and Technology Park, was that a lot of wetland. Fontecchio stated that he had looked into it and there was a potential for about 37 acres for behind the jail and CTC which could lead into part of a phase two for them.

Van Noie spoke in regard to the slides below (unless noted):

- a. Employee performance bonus program.
- b. Management Fundamentals are driving this Budget.
- c. Capital Project Trend – 5-year CP Trend:
- d. High Speed Connection Over the Fox River - Van Noie stated that when they started working on their budget and started this conversation sometime earlier in the year, there were several roads along the ZZ corridor that really needed significant repair

including the ZZ bridge. Paul Fontecchio stated there was a bridge right off of 57 that had significant structural issues; this was one of their top bridges for local bridge aid from the feds. They were hoping to get that this year, he was confident they would get that. Hopefully they will be able to replace that by 2016. ZZ from Hwy 57, east/west portion was in bad shape. When they started it was on their program to be resurfaced, rehabilitated. Going south to Wrightstown they had salt failure into the Fox River, which they monitored daily. They managed to get a DNR permit about two months after the work was done, which they allowed, because it was an emergency situation. They got the work done, stabilized for now. That road desperately needed to be pulled away from the river, which will be a big task. They applied for STP rural money for that and hopefully they will get that as well, which will be a 2017 project. In this area, they had their head in the game; there were a lot of projects out there that they had been looking at. As they had been looking at it, it didn't take long to realize that across the river was CTH D and straight across from over there was CTH S interchange with Hwy 41. So what they were proposing was a high speed connection over the Fox River, this would be a two lane rural roadway at 55mph. It would allow people to get from Hwy 57 to Hwy 41 in underneath four minutes when completed. The approximate cost would be \$16M and that would include everything. Part of the \$16M would be money that they would have spent resurfacing ZZ. What they had was some pieces of the puzzle (see slides for breakdown). Right now if you want to get across the Fox River at 55mph it's only by 172.

- e. Highway Division Summary.
- f. PW-Facility Management Division 2014 Budget Summary – Jeff Oudeans.
- g. Public Works Personnel Changes.
- h. Public Works Department 2014 Budget.
- i. Public Works' Long Term Goals.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to open the floor to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY.

Kevin Gannon, 2870 Dream Lake Road, Hobart/Northeast Asphalt

Gannon provided a handout in which he spoke to (attached).

Zima stated that out of 72 counties, 60 contracted for their asphalt and 12 or less has their own plant. Are the counties that produce their own, were they the big population counties? Gannon responded that some were Oconto, Door County, a lot of plants do updates here and there. Manitowoc had their own asphalt plant; they generally ran it but not very often. Statement to Gannon was that they make it a lot cheaper than they did. Langlade County does some; Kewaunee County was doing a lot less do to financial issues. There were approximately 6 in Northeast Wisconsin. Zima stated that struck him as odd. Why would a small county make a large capital investment to do a small amount of work? Gannon believed that the counties that have had the plants, they have had them for so long that they upgraded them or they were sitting in their own gravel pit.

Alice Skenadore - 3092 Sundown Court, Green Bay

Questioned what kind of controls were in place, what happened if there were overruns on projects that were not expected. Zima stated that some levels of government, they fire people that don't perform. They hire people to perform and if they don't, their reputations are on the line.

John Leach - 1524 Atkinson Drive/Northeast Asphalt

Leach provided a handout in which he spoke to (attached). He questioned why a public entity would purchase an asphalt manufacturing plant. It was very concerning to them as they knew their business extremely well. There was possibly a learning curve in the first year of \$225,000. They had been in the asphalt business for decades, they learn every year, specifications change, materials change, everything about what Mother Nature gave them to work with changed and that's where asphalt comes from. From the petroleum product right from the ground the gravels and the quarries. Extremely instrumental for what it took to make quality asphalt. The handouts touched on the quality aspect. It was extremely pertinent to them as a company because it was their reputation and that's why they were very good at what they did. For their quality end, they had a full time staffed technical services department, that allowed them to concentrate specifically and be experts on their product, it was essential. It was mentioned to them that there was quality issues for them and their county customers out there possibly and they relived that in the last few weeks to really reach out to their customer base and talk to their customers. They did not find the level of discontent that they thought they were going to based on what they heard with the county. They tried to stay very well in touch with the people that they worked with; the county was a very important customer to them as well. If there was an issue with their quality, he felt they were the first to step up and say there was an issue or problem and they took care of things when they see them happen, if it was attributed to what they were doing as a company and they stepped up and they had the professionals and the expertise that they shared with the county as well. If there were issues out there with quality, whether it was the county's equipment or their product, they had sent their plant supervisors and/or paving superintendents to the job sites, to help teach and train and spend hours or the day with the county employees because they all wanted a good product. They want to see everything they do in life get better 20-25%. Realistically could they get there on some things, he didn't know but they had to keep striving for that.

Jamir asked Leach to shed light on the mix. Leach stated that if he was the customer, if he saw quality issues or wanted a different mix or something different for his crew to work with, he would talk those through instead of jumping out into such a large venture that could be financially risky for the county, talk to your producers and see what changes they could make. As an engineer they look at those products and they make adjustments. You communicate.

Fontecchio asked Leach how many asphalt plants were in Brown County. Leach responded that it could range between two and four; Northeast Asphalt currently had those two to four asphalt plants in the county. The other plant was not in Brown County but close enough to be awarded at least half of the work this year.

Steve Corrigan - 4602 Dickenson Road, Ledgerview

Corrigan informed that he had concerns.

First, they were located on the corner of Hwy G, Limekiln and Dutchman Rd. They now just restricted the bridge on Dutchman Rd. Limekiln Bridge had been restricted. They just completed the bridge on Hwy G. Technically in their fab shop they get about 2-semi loads of steel delivered a week, and they were having problems getting them in there. This was costing them a lot of money. His concern was they opened up Dutchman road about two years ago, why wasn't that bridge addressed then? He had been told that that bridge had no funding. Not sure if it will be restricted 2014/2015.

He believed there was a strong neglect on shouldering county roads. Shoulders were poor. He

felt they needed to be address. They need to go back to a good shoulder program. He understood budget and economic times.

Corrigan informed that he was Town Chairman of Ledgeview from 1997-2003, he lived through this whole era as a kid, young adult, and Town Chairman. They were located right at the corner near all the stone quarries. They had multiple asphalt plants. It got to be almost a full time job in the early 2000s that they were spending on almost a daily basis with WI DNR on dust control, wetting of the roads, the quality controls, the permitting, the oil spill from the former asphalt plant which went into all of the well water, a lot of litigation. He was there when they had the county blacktop plant. It was his understanding that they looked extensively into replacing it and elected not to because it wasn't cost prohibited for the county to make asphalt. It was an old type operation. It was an idle site but it would never be a site that they could put a temporary plant because it would never come into the workings of Ledgeview. They invested millions to bring sewer and water up on to Scrays Hill. He had been a general contractor for 34 years, they used to do a lot of paving, had had never ever seen the price of asphalt increase or decrease based on private entity or county. Corrigan stated you could make a better mix, it was asphalt. Asphalt was the most expensive ingredient in the mix. The State of Wisconsin DOT had it feathered out as close as they could to have a good mix and to have it perform. He would like to see the numbers looked at better. Howard was a long way. He would be very concerned as a taxpayer there. He believed they would never get it centralized because it would never be permitted.

In these tough economic times he would rather see bridges, county roads, and shoulders improve before they outlay money for an asphalt plant.

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY.

At this time Bousley provided slides/pictures (attached) with regard to CTH K clay balls in the mix and CTH cracking.

Motion made by Supervisor Kaster, seconded by Supervisor Sieber to approve and move forward the Public Works Budget to the full County Board. Vote taken. Nay: 1 – Landwehr. MOTION CARRIED

- a. **Resolution re: Approving New or Deleted Positions during the 2014 Budget Process (Public Works).**

Motion made by Supervisor Sieber, seconded by Supervisor Kaster to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Item #8 was taken at this time.

2. **Register of Deeds - Review of 2014 department budget.**

Initiatives:

Real Estate Backfile Conversion – Prior to 1996, real estate documents were microfilmed for safe storage. During 2014, the department will work with a vendor to convert microfilm images to digitized images, redact social security numbers, index, and import into the County's existing document management system. The 2014 project will cover images from 1962 through 1974.

Certified Survey Map Rescan Project – Original certified survey maps filed in the office were scanned to provide remote access as well as an archival backup. At least two volumes of these maps have data that is not readable in the scanned image. During 2014, the Register of Deeds office will enhance maps and rescan both volumes while verifying good image quality for the archival copy.

Summary Highlights

Intergovernmental revenue increased in real estate transfer revenue from expected increased property values and sales in 2014. Public charges also increase to reflect a rise in related real estate recording revenue and redaction fees, as well as an increase in anticipated vital record sales related to the Real ID Act.

Personnel costs decreased with the elimination of a .50 FTE Clerk/Typist position and a reduction in related health insurance costs; however, this was partially offset by a change in position hours; a required increase in employer retirement contributions; a one percent cost-of-living increase for existing staff; and an additional one percent to be distributed among qualifying staff based on performance during the year. Operating expenses increased mainly in contracted services related to the redaction of social security numbers in real estate documents as mentioned above. Interdepartmental charges decreased slightly in indirect costs and technology services chargebacks.

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to approve and move forward to the full County Board. Vote taken. MOTION CARRIED UNANIMOUSLY.

- a. **Resolution re: Approving New or Deleted Positions during the 2014 Budget Process (Register of Deeds).**

Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

- 3. **Planning & Land Services (Land Information, Planning Commission, Property Listing & Zoning) - Review of 2014 department budgets.**

New Initiatives:

Research and Business Park Development – During 2014, the department will coordinate the development of a Brown County Research and Business Park on 238 acres of undeveloped County-owned land known as the Brown County Farm property. As outlined in the Brown County Research and Business Park Feasibility Study, the establishment of this specially-focused park will encourage business investment and job creation in the community. Future steps include executing the action plan as outlined in the study.

Airport and Resource Recovery Feasibility Studies – In response to the County Executive's economic development initiatives, during 2014, Planning and Land Services will assist both the Airport and Port and Resource Recovery with developing feasibility studies for the use of underutilized County land. The 200+ acres of non-aeronautical Airport property will be analyzed for development of an industrial park to promote economic development and enhance sustainable revenue sources for the Airport. Land in southern Brown County will be analyzed for development of a resource recovery park for possible waste separation, recycling processing and energy conversion.

Summary Highlights:

Intergovernmental revenue increased to reflect additional funding for the department's Transportation Planning Grant since the Green Bay Metropolitan Planning Organization was recently designated as a transportation management area; however, this increase was partially offset by the completion of the federal EPA Brownfield grant. Due to an anticipated increase in land development activity and real estate transactions in 2014, public charges increase for land record fees, surveyor review charges, permits, and land division reviews. Miscellaneous revenue increased slightly to reflect custom maps created and printed for other County departments.

Personnel costs increased with the Transportation Planning Grant funding of a 1.0 FTE Senior Planner position unfunded in 2013; a required increase in employer retirement contributions; a one percent cost-of-living increase for existing staff; and an additional one percent to be distributed among qualifying staff based on performance during the year. However, these increases were partially offset by a reduction in anticipated turnover savings for 2014. Operating expenses include additional professional services related to an aerial photo project, and reduced contracted services related to the Brownfield grant completion mentioned above. Interdepartmental charges increase in technology services chargebacks for Land Records Modernization.

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to approve and move forward the Planning & Land Services Budget to the full County Board . Vote taken. MOTION CARRIED UNANIMOUSLY.

4. **Port and Resource Recovery - Review of 2014 department budget.**

Rates and fees – 2.2, fees going up 2.3 that weren't under contract.

New Initiatives

Department Reorganization – During 2013, the department changed its name from Brown County Port and Solid Waste to Port and Resource Recovery and reorganized its personnel accordingly. The changes better reflect the department's mission and activities, and for 2014 and beyond, will result in a more flexible and cross-trained team; increased efficiencies; and the ability to meet challenges and take advantage of opportunities as identified in our strategic plan.

Renard Island Closure – After several years of developing plans, forming agreements and securing funding, the closure of Renard Island is planned for early 2014. Upon completion of the closure activities, the U.S. Army Corps of Engineers will transfer ownership to Brown County to decide the long-term use of the island and the necessity of permitting the causeway as permanent.

Cat Island Restoration – During 2013, the department began constructing a wave barrier for restoration of the Cat Islands Chain of Islands in the lower Bay of Green Bay. During 2014, this construction should near completion, along with the dredging of the off-loading facility and reconstruction of Lineville Road. The U.S. Army Corps of Engineers will place dredged material in the facility during 2014.

South Landfill Resource Recovery Park – During 2014, the future South Landfill and associated property will be redesigned to meet 15 years of capacity for the BOW (Brown, Outagamie and

Winnebago Counties) waste partnership. In addition, an area of acreage will be analyzed for the possible development of a resource recovery park for waste separation, recycling processing and energy conversion.

Expanded Recycling Services – In 2014, recycling opportunities in Brown County will be expanded to include plastics marked 3-7 and aseptic packaging. The BOW (Brown, Outagamie and Winnebago Counties) Single-Stream Recycling Facility will expand to a second shift with addition of a second baler and sorting capabilities. Educational materials and messaging will be created and distributed throughout the community.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to approve and move forward the Port & Resource Recovery Budget to the full County Board. Vote taken. MOTION CARRIED UNANIMOUSLY.

5. **Airport - Review of 2014 department budget.**

Tom Miller provided a handout re: Airport 2014 Budget Summary.
Financial Specialist Vicki Reynen was present.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve and move forward the Airport Budget to the full County Board. Vote taken. MOTION CARRIED UNANIMOUSLY.

a. **Resolution re: Approving New or Deleted Positions during the 2014 Budget Process (Airport).**

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

6. **U.W. Extension - Review of 2014 department budget.**

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to approve and move forward the U.W. Extension Budget to the full County Board. Vote taken. MOTION CARRIED UNANIMOUSLY.

a. **Resolution re: Approving New or Deleted Positions during the 2014 Budget Process (U.W. Extension).**

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

6b. **Community Development Educator Request.**

Position description attached.

Sieber would like a little more detail and a project outline before the November 6, 2013 budget meeting.

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to Add \$25,000 to

Professional Services in the U.W. Extension budget to fund a Community Development Educator, pending a job description. Vote taken. MOTION CARRIED UNANIMOUSLY

NON-BUDGET ITEMS

7. Review minutes of:
- a. Board of Adjustment (September 16, 2013).
 - b. Planning Commission Board of Directors (September 4, 2013).
 - c. Planning Commission Board of Directors Transportation Subcommittee (September 16, 2013).
 - d. Solid Waste Board (July 22, 2013).

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to suspend rules to take 7a,b,c,d. Vote taken. MOTION CARRIED UNANIMOUSLY.

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file Items 7a-d. Vote taken. MOTION CARRIED UNANIMOUSLY.

A brief recess, reconvened @ 8:20pm

Communications

Communications

8. Communication from Supervisor Zima requesting PD&T consider placing \$20,000 in the 2014 budget of either the Planning Department or the Register of Deeds budget for the purpose of completing the work started under a 2013 Coastal management grant that was given to Wise Women Gathering Place to create a website presenting Pre-American Brown County History which aids our historical mapping and genealogy efforts to provide accurate information to Brown County citizens and aid our future tourism efforts.

Zima stated that he is interested in placing \$20,000 in the Planning Department or Register of Deeds. The approach would be to use it on a one time basis and he suggested that it not be attached anywhere as it is a relatively small amount of money but he felt it was a hugely important endeavor. Zima continued that the genealogy department said there is all sorts of new information out there but nobody has been able to connect the dots. Zima introduced Lynn Austin and noted that she was probably the most meticulous person he has met in his life and the work she is doing is absolutely outstanding. She is putting together all of the history of Brown County and he noted that Brown County is the oldest area in the Northwest Territory and there is a lot of history here that is not put together. He felt that having this information all contained on the website will be a useful tool to Brown County in the future. Zima felt that Austin needs about two years to finish the project.

Austin stated that she was looking at going to college but she was thinking after she saw what was being taught and the fact that the professors were asking her to help research topics, she felt what was needed was someone to construct an informative, educational website that they can all use and it would be a much better investment in time and energy and would leave a nice legacy for years to come and that is how she ended up going this route. Initially she was showing Cathy Williquette some documents that are legal documents and then she was showing Williquette what was on the County website and there were only two paragraphs that cover 200 years and all of the information was inaccurate. She suggested a grant be applied for to find the history and then announce it to the world. This area is one of the oldest documented areas on the continent.

Austin continued that she went to see former County Executive Hinz to ask him if the County would want to partner with her to apply for a grant and she showed him the documents of what was wrong on the website and he immediately took it down but he did not say he would help to find a grant and then the Brown County Board said she should write something up and they would try to help and it ended up not happening. So Wise Woman Gathering Place wrote a grant for her to help her get it started. They received a grant and one reason they received the grant is because all public schools in Wisconsin are supposed to teach three units of American Indian history but this is not being complied with. Austin continued that many of the Tribes are frustrated that this is not being done but really they cannot do it because they do not know real, valid history. Austin said now any teacher will be able to get real history off their site to make their own curriculum.

Austin showed the Committee a Power Point presentation. Reference can also be made to Austin's website, www.LaBaye.org for more information.

Austin continued that Wise Woman Gathering Place is the fiscal agent. They wrote the grant and did a very good job and have donated time and resources. What Austin would like is to continue the project. The website company that they got is 929 Creative and they work with a lot of non-profit organizations. She had an estimate for \$20,000 but the company that did the work did it for \$3,500 plus they matched some in kind contributions but they do that if you are non-profit. The next section is a family section and because there are a number of generations that have to be multi-tiered, so she has to go down and work with them. Zima stated he would like to see the work completed and the website be there for everybody to view. He noted that this is painstaking work but Austin does a great job. This is a work of passion and not money. It is a labor of love that has been ongoing almost for free. She thinks she can complete the project in the next two year.

Cathy Williquette noted that Austin has been coming into the Register of Deeds office for years working on this project. Her research is meticulous and Williquette wanted to make the point that nothing on this site is Austin's own opinion. It is all fact and people can draw their own conclusions themselves. Realistically what Austin is doing is producing a product that should have been produced already by a university or the museum or the library but has not been done. She has been working on this on her own dime and on her own time.

Jeff Du Mez spoke briefly and stated that the site has been very eloquently done. He was not sure where Austin was going with all this when she first came into his office looking for maps and using their scanning. She thinks the content of the site is great and it is a great product.

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to open the floor to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

Jim Sanderson - 417 Cambridge Street, Green Bay, WI

Sanderson has a passion for old maps and the maps that he has found on the site are phenomenal and would make history interesting to school aged children. He believes Austin's project was long overdue.

Alice Skenandore – Wise Women Gathering Place.

Passion is the word she would use for Austin's attitude towards this project. She wanted to speak to the fact of how intensely she wants to present what belongs to the Native Americans.

Much of the information she has had to find the hard way because a lot of resistance is there. She noted that Austin has had to pay for a lot of information that should have been public record. Skenandore continued that Austin is the most meticulous person she has ever met.

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Cathy Williquette stated that Austin has run into some roadblocks with government. The most recent case was she purchased with her own money some sets of marriage documents and put them on the website. Very quickly there were complaints and she was told to cease and desist and pull the records down. They quoted a statute number which does exist but is very outdated. The statute does concur that anything prior to 1907 cannot be published. Senator Hansen's office is interested in sponsoring legislation to reverse that.

**Motion made by Supervisor Erickson, seconded by Supervisor Dantine to take \$20,000 from the General Fund and administered quarterly by the Register of Deeds and have Ms. Austin and/or Register of Deeds report back quarterly with receipts. Vote taken.
Ayes: 3 (Erickson, Sieber, Dantine); Nays: 2 (Kaster, Landwehr).
MOTION CARRIED 3 to 2**

Item #2 was taken at this time.

9. **Communication from Supervisor Dantine re: To have Brown County Highway review their Administration Charges to Local Municipalities and report to Planning, Development and Transportation Committee for review. *Motion at August meeting: To bring back information on the status of bridge fund finding in 30 days.***

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Register of Deeds

10. **Budget Status Financial Report for August and September, 2013.**

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Port and Resource Recovery

11. **Director's Report.**

Handouts provided.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Public Works

12. ~~Left turn breaks in the median on southern portion of GV-Ledgeview area.~~
13. **Summary of Operations.**

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

14. Director's Report.

As noted in the agenda, Van Noie reported on the following:

- Former MHC Project – Hazardous material removal was complete.
- WisDNR inspection was complete and passed. Roof demo had begun. Building was scheduled to be razed the end of November.
- To date a total of \$33,083.49 had been received in salvage dollars; with another \$20,000 anticipated for roof materials, and another \$70,000 for other miscellaneous items.
- Project would be completed within budget.

Sieber thanked Van Noie and Doug Marsh for their work.

Kaster thanked Van Noie and his staff for the work done on GV North. They kept everything moving, on budget, etc.

Motion made by Supervisor Landwehr, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

U.W. Extension

15. Budget Status Financial Report for September, 2013.

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

16. Resolution to Approve the Brown County UW Extension Office's Application for Grant Funding from the Wisconsin Department of Natural Resources' "Aquatic Invasive Species Control Grant Program" and to authorize an Office Representative to Carry Out its Obligations Thereunder.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.

17. Director's Report.

Agricultural Educator position open. In place for February. 60% from state, 40% from county.

Ready for lots of winter programs. Generate revenue.

Bringing 3 more community centers. Lots of interesting gardening.

Open House tomorrow to start a program urban kids 5-7pm, YWCA.

Robotics Club – building and programming.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Planning and Land Services
Land Information (no items)

Planning Commission

18. **Update regarding development of the Brown County Farm Property – standing item.**

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

19. **Planning Commission - Budget Status Financial Report for August and September, 2013.**

20. **Property Listing - Budget Status Financial Report for August and September, 2013.**

21. **Zoning - Budget Status Financial Report for August and September, 2013.**

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file Items 19, 20 & 21. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

Airport

22. **Resolution nominating Lieutenant Colonel Austin A. Straubel into the Wisconsin Aviation Hall of Fame.**

Wisconsin Aviation Meeting in December.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

23. **Budget Status Financial Report for September, 2013.**

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

24. **Budget Adjustment (13-98) Category 5: Increase in expenses with offsetting increase in revenue.**

The Governmental Accounting Standards Board had issued a new pronouncement that must be implemented for the year ended December 31, 2013. The standard required that debt issue costs must be expensed in the year paid rather than deferring the charges and expensing over the life of the debt issue. In addition, it required that all unamortized debt issue costs of previous debt issues must be written off in the current year.

This budget adjustment request included \$46,375 of unamortized debt issue costs to be written off and \$57,543 of debt issue costs related to the 2013 refinancing of the Airport's 2003A callable Airport Improvement Bonds.

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

25. **Director's Report.**

MetJet – Founder & CEO of MetJet Mike Heisman came the day before the announcement and indicated that things did not look good which came to a complete surprise to them because he was totally current on all his bills at the airport. It did not appear that he declared bankruptcy. For whoever got a ticket that did not use it will get reimbursed. His flight in...

They were all set for their winter operations. 1200 tons of warm sand in their bunker that was ready and dried, delivered in July.

They had all their liquid chemical, 16000 gallon, maintenance mechanics had gone through... encourage them, if they get a chance, a new multipurpose plow, blower... 65' long. FAA paid 90% of it.

If there was more than a dusting they will be out there.

This last quarter they had 2 people work more than 12-hour shifts. Vacant building, there was some interest in it so they sent two housekeeping people over after their regular shift working 4-hours.

Next month Miller, for discussion purposes, he knew the Board liked to go out for RFPs for contracted services. They had one year left on aircraft, firefighting personnel... only 2 other companies, maybe 3 that provide those services to airports on a contracted... one bankruptcy, another international in London. Locally grown, corporate offices here, operate 20-25... one more year on their current contract, offered to them to extend their contract for 2 more years at 1.5% increase for 2015 & 2016, their current contract for 2013 would be extended for 2014 at the same rate. By extending for 2 more years, they were saving...

At the same time they had this opportunity to save money in 2014 that would save \$18,000 plus save them in 2015 and 2016. Landwehr stated he would turn it around if... knowing they got it, zero increase. Miller will formalize it and bring it back. Sometime in March or April they will be starting the RFP process. They would need to know by January to make their bills... Bring it back to November meeting.

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

Other

26. **Audit of bills.**

Motion made by Supervisor Landwehr, seconded by Supervisor Erickson to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY.

27. **Such other matters as authorized by law. None**

Motion made by Supervisor, seconded by Supervisor to adjourn at 11:30 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

PORT AND RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN
DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on **Tuesday, August 6, 2013**
Green Bay Metro Boat Launch, 102 Bay Beach Road, Green Bay, WI

1) The meeting was officially called to order by Craig Dickman at 9:46 am.

2) Roll Call:

Present: Vice-President Craig Dickman
Commissioner Bernie Erickson
Commissioner Bryan Hyska
Commissioner Greg Flisram
Commissioner Ron Antonneau
Commissioner Tom Klimek

Not Present: President Neil McKloskey
Commissioner Hank Wallace
Commissioner John Haritz

Also Present: Dean Haen, Brown County P&SW
Mark Walter, Brown County P&SW
U.S. Senator Tammy Baldwin
Doug Hill, State Director of U.S. Senator Baldwin's Office
Nathan Phelps, Green Bay Press-Gazette

3) Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Bernie Erickson and seconded by Ron Antonneau. Unanimously approved.

4) Approval/Modification – July 22, 2013 Meeting Minutes

A motion to approve the minutes of July 22, 2013 was made by Ron Antonneau and seconded by Greg Flisram. Unanimously approved.

5) Boat Tour of Cat Island, Renard Island and Port Facilities – (10:00am)

The Harbor Commissioners along with US Senator Tammy Baldwin took a boat tour of Cat Island, Renard Island, and the Port facilities.

6) Such Other Matters as Authorized by Law

None

7) Adjourn

A motion to adjourn was made by Ron Antonneau and seconded by Tom Klimek.
Unanimously approved. Meeting adjourned at 10:24 pm.

Neil McKloskey, President
Harbor Commission

Dean R. Haen, Director
Port & Resource Recovery Department

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MINUTES
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, October 2, 2013
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>Abs</u>	John Klasen	<u>Exc</u>
James Botz	<u>X</u>	Michael Malcheski	<u>Exc</u>
Paul Brewer	<u>Exc</u>	Ken Pabich	<u>Exc</u>
William Clancy	<u>X</u>	Scott Puyleart	<u>X</u>
Norbert Dantine, Jr.	<u>X</u>	Dan Robinson	<u>X</u>
Ron DeGrand	<u>X</u>	Ray Tauscher	<u>Exc</u>
Bernie Erickson	<u>X</u>	Mark Tumpach	<u>Exc</u>
Steve Gander	<u>X</u>	Steve VandenAvond	<u>Abs</u>
Adam Gauthier	<u>Exc</u>	Tim VandeWettering	<u>X</u>
Steve Grenier	<u>X</u>	Jason Ward	<u>Exc</u>
Phil Hilgenberg	<u>X</u>	Dave Wiese	<u>***</u>
Dotty Juengst	<u>Exc</u>	Reed Woodward	<u>X</u>

OTHERS PRESENT: Chuck Lamine, Lisa Conard, Aaron Schuette, Peter Schleinz, ***Burt McIntyre for Dave Wiese, Bill Meindl, and Dorean Sandri.

1. Approval of the minutes of the September 4, 2013, regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by S. Grenier, seconded by R. Woodward, to approve the minutes of the September 4, 2013, regular meeting of the Brown County Planning Commission Board of Directors. Motion carried unanimously.

2. Receive and place on file the draft minutes from the September 16, 2013, meeting of the Transportation Subcommittee.

A motion was made by D. Robinson, seconded by W. Clancy, to receive and place on file the draft minutes from the September 16, 2013, meeting of the Transportation Subcommittee. Motion carried unanimously.

3. Introduction of Billie Jo Horsens, Planner I – Housing.

A. Schuette indicated that Billie Jo Horsens, Planner I – Housing has resigned to pursue an unexpected new opportunity. A. Schuette indicated the position will be re-advertised.

4. Discussion and action on the *2014-2018 Transportation Improvement Program for the Green Bay Urbanized Area*.

L. Conard provided the following step-by-step analysis of the TIP process:

TIP Process

1. Staff collects project information from area agencies and jurisdictions and writes the draft document.
2. 30-day Public Review & Comment – August 21st – September 20th
3. Overview of TIP and Public Hearing – September 4th
4. Environmental Consultation with Resource Agencies – September 16th
5. BCPC Transportation Subcommittee – September 16th
6. BCPC Board of Directors endorsement – October 2nd
7. Staff demonstration of Fiscal Constraint
8. Staff submits TIP to WisDOT, FTA, & FHWA by November 1st
9. BCPC notified of Approval – late fall/early winter
10. Incorporation into the STIP – publication in early 2014

L. Conard also mentioned comments were received from the WisDOT-Bureau of Aeronautics, the Department of Agriculture, Trade & Consumer Protection, and the US Department of the Interior – Fish and Wildlife Service, as shown below:

Comments Received

WisDOT-Bureau of Aeronautics

Comment regarding the CTH GE, Village of Hobart, Dutchman's Creek Bridge Reconstruction project. "Please notify the following of the height and location of any cranes that are intended to be used on the project":

- 1.) Austin Straubel International Airport
- 2.) Federal Aviation Administration (FAA)

Department of Agriculture, Trade & Consumer Protection

"When highway construction projects advance to the design stage, the impacts on specific farm operations will become more apparent. Please remember that if projects require the acquisition of farmland, the project initiator must notify the Wisconsin Department of Agriculture, Trade and Consumer Protection of those acquisitions pursuant to Wisconsin Statutes 32.035".

US Department of the Interior – Fish and Wildlife Service

"...potential for bald eagles to be within the proposed project area...contact staff if an active bald eagle nest is found.

"...project area may include wetlands...efforts should be made to select an alternative that does not adversely impact wetlands. If no other alternative is feasible... a wetland mitigation plan should be developed".

A motion was made by R. DeGrand, seconded by S. Grenier, to approve the 2014-2018 Transportation Improvement Program for the Green Bay Urbanized Area. Motion carried unanimously.

5. Review and discussion regarding Brown County Comprehensive Plan Draft Chapter 5 – Housing.

A. Schuette gave a PowerPoint presentation to review the highlights of the Brown County Comprehensive Plan Draft Chapter 5 – Housing. Specific points included:

- A 14,172 housing unit increase in Brown County between 2000 and 2010.
- Average selling price for a single-family home in Brown County is now \$144,800 according to Zillow.com.
- Brown County Planning Commission staff is seeing an increase in new housing lot creation through subdivision plats and certified survey maps.
- A family is considered "cost burdened" if housing expenses exceed 30% of income according to the U.S. Department of Housing and Urban Development. Forty-four percent of renters and 31% of homeowners are paying more than 30% of income.

- A person would need to earn at least \$12.85 per hour to afford the median priced rental unit in Brown County.
- Married couple households within children households have decreased from 25.5% in 2000 to 21.4% in 2010.
- Non-family households have increased from 34.1% in 2000 to 35.2% in 2010.
- Households with individuals 65 and over increased from 18.8% in 2000 to 20.6% in 2010.

Recommendations dealt with encouraging smaller residential lot sizes, new downtown development, accessory dwelling units, traditional neighborhood development, visitable design, conservation subdivisions, and other housing-related issues.

D. Robinson asked why the objective regarding homelessness was moved from a local objective to a county objective.

A. Schuette responded that homelessness does not stop at municipal boundaries, but rather it is an issue county-wide.

D. Robinson asked why the housing affordability by community section was changed.

A. Schuette answered that the data on hand was outdated. Providing the analysis regarding median rent and comparable hourly earnings by job was intended to provide a more human element to the discussion of affordable housing in Brown County.

N. Dantine asked if each chapter will need to be approved individually or if approval will wait until the full draft.

A. Schuette answered that approval will be requested when the full draft document is provided for review. A. Schuette reiterated that the chapters are all draft until the document is adopted; therefore, any additional questions or comments are welcome.

6. Review of the 2014 Brown County Planning Commission budget.

C. Lamine reviewed the 2014 Brown County Planning Commission budget. C. Lamine pointed out the Planning Commission portion of the Planning and Land Services Department levy decreased approximately \$2,300 from 2013. The entire PALS Department levy also is budgeted to decrease from 2013-2014. C. Lamine indicated reductions in the levy were due to increases in federal grant revenue from the Transportation and Housing grants. C. Lamine indicated the Executive's budget includes a 1% wage increase as well as an additional 1% to be distributed based upon performance.

C. Lamine stated because the Green Bay Urbanized Area now exceeds 200,000 people, the Metropolitan Planning Organization is now designated as a Transportation Management Agency (TMA), which provides additional federal funds for Transportation Planning activities. He also indicated with the additional funding, the Executive's proposed budget includes a promotion of Lisa Conard to the Senior Planner position that has been unfilled for the last few years and fill the subsequently vacant Planner I – Transportation position.

Discussion ensued.

A motion was made by S. Grenier, seconded by R. DeGrand, to approve the 2014 Brown County Planning Commission budget. Motion carried with N. Dantine and B. Erickson abstaining.

7. Sewer Service Area Plan update.

Using the Town of Ledgeview and the Town of Lawrence as examples, P. Schlein indicated how acres will be allocated in the 2013 Brown County Sewage Plan Update for sewer service expansion.

Ledgeview Example of how Acres will be Allocated.

<ul style="list-style-type: none"> o 2010 Census o 20 year Census/WDOA population projection (Adjusted) o Gross acreage need for housing stock o Net acreage need for housing stock (Adjusted for vacancy) o Comprehensive Plan acres needed for to accommodate proposed commercial and industrial o 75% Market flexibility factor o TOTAL ACREAGE ALLOCATION 	<p>TOWN OF LEDGEVIEW</p> <ul style="list-style-type: none"> o 6,555 existing population o $11,908 - 6,555 = 5,353$ population increase o $5,353 / 2.67 = 2,006$ Gross housing units o $2,006 - 114 = 1,891$ Net housing units o $1,891 \times .25 = 473$ acres for Housing o 334 acres for commercial & industrial o $473 + 334 \times 0.75 = 606$ acres Market flex. <p>606 TOTAL ACREAGE ALLOCATED</p>
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Lawrence Example of how Acres will be Allocated.

<ul style="list-style-type: none"> o 2010 Census o 20 year Census/WDOA population projection (Adjusted) o Gross acreage need for housing stock o Net acreage need for housing stock (Adjusted for vacancy) o Comprehensive Plan acres needed for to accommodate proposed commercial and industrial o 75% Market flexibility factor o TOTAL ACREAGE ALLOCATION 	<p>TOWN OF LAWRENCE</p> <ul style="list-style-type: none"> o 4,284 existing population o $8,644 - 4,284 = 4,360$ population increase o $4,360 / 2.57 = 1,704$ Gross housing units o $1,704 - 87 = 1,617$ Net housing units o $1,617 \times .25 = 404$ acres for Housing o 95 acres for commercial & industrial o $404 + 95 \times 0.75 = 374$ acres Market flex. <p>374 TOTAL ACREAGE ALLOCATED</p>
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P. Schleinz went on to say the communities without 100% SSA Coverage and with a Sanitary District will receive a Brown County Sewage Plan – Acreage Allocation Map (Town of Lawrence Map shown below).



Discussion ensued.

8. Surface Transportation Program funding update.

L. Conard provided an overview of the Surface Transportation Program – Urban (STP-U):

Surface Transportation Program – Urban (STP-U)

- Federal funding allocated to Urbanized Areas based on a population formula
- Metropolitan Planning Organization (MPO) decides which projects to fund
- Variety of transportation projects eligible
- MPO staff works with local public works staff to identify projects
- Process of ranking projects
- Normally a two-year program of projects is approved (process since the early 1990s).

L. Conard provided the list of STP-U approved projects through 2016:

BCPC Board of Directors approval of STP-Urban Funds	
2013/2014	2015/2016
<u>Humboldt Road</u> – Bascom Way to Spartan Rd - reconstruction with bike lanes & sidewalk	<u>Mather Street</u> – Vroman St to Roy Av - reconstruction with wide outside lane with sidewalks present
<u>Pilgrim Way</u> – Ashland Av to Holmgren Way - reconstruction	<u>Gray Street</u> – Dousman St to Velp Av - reconstruction with shared outside lane with sidewalks present
	<u>Greene Avenue</u> – Libal St to East River Dr - reconstruction with bike lanes & sidewalk on the south side of the street
	<u>Allard Street</u> – Grant St to Reid St - mill & resurface with sidewalks present

L. Conard stated that since our last project approval cycle, a few things have occurred:

Surface Transportation Program - Urban (STP-U)
<ul style="list-style-type: none">Green Bay Urbanized Area population exceeds 200,000 population threshold in 2010.Green Bay Urbanized Area designated as a Transportation Management Area (TMA) in 2012. The designation of a TMA can offer additional benefits to the urbanized area in terms of level of funding, direct allocations, etc.MPO staff receives notice from WisDOT that STP-U allocation is significantly higher than previous levels. The annual allocation is now set at <u>\$3,528,746</u>. Recent annual allocations ranged from \$1,200,000-\$1,400,000.To refine statewide program stability efforts of the STP-U, WisDOT establishes new funding procedure, replacing two-year cycle.

The Federal Highway Administration (FHWA) has determined that \$17,643,730 in STP-U funds is available through 2018. The Brown County Planning Commission (MPO Policy Board) has allocated \$6,209,760 to the aforementioned projects, leaving a balance of \$11,433,970. L. Conard provided a detail of the upcoming solicitation.

Next Steps

- MPO staff to solicit additional projects from area jurisdictions.
- Jurisdictions to complete project application forms and submit them to MPO staff.
- MPO staff begins and completes project prioritization.
- Transportation Subcommittee meets to review results of prioritization and makes recommendation to the BCPC Board of Directors.
- BCPC Board of Directors approves final program by the end of the calendar year 2013.
- *2014-2018 Transportation Improvement Program (TIP)* is amended.
- MPO submits program to WisDOT.

S. Grenier asked if the process for prioritizing projects will include suballocation.

L. Conard stated "suballocation," or the allocation of STP-Urban funds based on an entity's percent of functionally classified roadways within the urban area, is one of eight criteria included in the current prioritization policy and will be used to prioritize projects for the current solicitation.

L. Conard noted that WisDOT has informed MPO staff that they will no longer support that effort and will discontinue providing MPO staff with current system mileage and entitlement balances. Therefore, the process may change in the future, but for now, staff will be following the policy in place using the most recent data provided by WisDOT.

L. Conard noted that with the influx of funds, most of the urban area communities will have a positive balance.

L. Conard noted that the urban communities of Green Bay, De Pere, Allouez, Ashwaubenon, Bellevue, and Howard as well as communities that partially included in the urbanized area, should submit projects to the MPO by October 25. The communities that are partially included in the urban area have county trunk highways that are eligible and that they should work with the Brown County Public Works Department staff on identifying and submitting a project.

9. Director's report.

C. Lamine spoke about the passing of George Glaser and what a wonderful person he was. He remarked how George raised a great daughter and that the department was lucky to have her (Lori Williams) as the Administrative Coordinator. He went on to say how for the last six months Lori was taking care of her father at home and still came to work with a smile on her face. C. Lamine indicated the department has a great staff, doing what they could and helping out while Lori is out of the office this week.

C. Lamine also spoke about the closure of the Leo Frigo Bridge and S. Grenier noted that a press conference will be held tomorrow to provide an update on the findings of the soil borings.

Discussion ensued regarding the Brown County Research and Business Park project. C. Lamine stated he is hopeful to hear whether the tax credits were awarded to the project in the next few weeks.

N. Dantine asked about the status of the Southern Bridge and Arterial project.

C. Lamine stated that the Environmental Impact Statement is continuing to move ahead with a draft of the Interstate Access Justification Report (IAJR) traffic modeling being recently completed. The results of the modeling associated with the IAJR process were favorable to a new interchange onto Highway 41 (soon to be Interstate 41). C. Lamine indicated the additional STP-Urban funds could be used to help fund the connecting county roads to the southern bridge and interchange, but the county roads will need to be added back into the TIP, after they were removed by the Brown County Department of Public Works, in order to be eligible for STP-Urban funding.

A motion was made by W. Clancy, seconded by T. VandeWettering, to approve the Director's Report. Motion carried unanimously.

10. Brown County Planning Commission staff updates on work activities during the month of September 2013.

A motion was made by B. Erickson, seconded by R. DeGrand, to receive and place on file the Brown County Planning Commission staff updates on work activities during the month of September 2013. Motion carried unanimously.

11. Other matters.

None.

12. Adjourn.

A motion was made by S. Gander, seconded by R. DeGrand, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:50 p.m.

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
October 2, 2013**

September 2013 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Attended the Brown County Planning Commission Board of Directors meeting the evening of September 4.
- Continued to research, author, and analyze background materials for the Brown County Research and Business Park Feasibility Study.
- Attended the September 25 meeting and served as a member of the Green Bay/Brown County Professional Football Stadium District Board.
- Conducted staff meetings.
- Attended two working group meetings with Airport staff and Village of Hobart staff to discuss utility costs and land use for the proposed Airport Industrial Park.
- Attended the Airport Economic Development Committee meeting on September 26 and presented a concept design for an Airport Industrial Park on non-aeronautical properties at the Airport.
- Coordinated with legal counsel regarding a collection action associated with the delinquent Raven Manufacturing Brown County Revolving Loan Fund (RLF) loan.
- Participated in three meetings with WisDOT staff, a consulting firm, and the County Principal Transportation Planner to discuss the preliminary findings of the traffic analysis for the US 41/Southbridge Road interchange's Interstate Access Justification Report (IAJR).
- Facilitated the solution to contractual performance issues with URS consultants for the completion of wetlands delineation for the proposed Brown County Research and Business Park.
- Met with a representative of Wisconsin Economic Development Corporation (WEDC) regarding the Brown County Research and Business Park on September 6.
- Participated in a discussion with representatives of the Association for University Research Parks regarding a two-day workshop to address next steps for development of the proposed Brown County Research and Business Park.
- Attempted to coordinate a meeting with Brown County Public Works-Highway Department staff to provide an update regarding the Southern Bridge and Arterial Environmental Impact Statement (EIS) and Interstate Access Justification Report (IAJR) as well as the need to coordinate the identification of additional Brown County Highway projects to make them eligible for the additional \$10 million in federal STP-Urban funds.
- Attended the quarterly Brown County Public Works Cabinet meeting.
- Attended two meetings of the County Executive's Economic Development Work Group.
- Attended the Advance Municipal Issues meeting on September 5.
- At the request of the United Way Agency Committee and the County Executive, provided a presentation regarding the 5% Stadium District Sales Tax and how it differs from a county sales tax.
- Attended the September 18 Brown County Board meeting to address any questions associated with the Brown County Research and Business Park Feasibility Study. The committee report was approved unanimously with no discussion regarding the report.

- Presented to the Brown County Library Board on September 19 a PowerPoint presentation regarding the Brown County Comprehensive Plan as it relates to library facilities. Also demonstrated GIS mapping capabilities to assist with decisions related to locating library branches.
- Attended the Advance investors breakfast on September 25.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Completed a proposed performance measures element for the Green Bay MPO's Congestion Management Process (CMP) document. Also continued to develop the MPO's CMP document.
- Reviewed household growth projections for computer traffic model Traffic Analysis Zones (TAZs) and provided comments to the WisDOT consulting firm that developed the projections.
- Made draft revisions to the MPO's Public Participation Plan. Also developed a public review/public hearing notice for the draft plan.
- Submitted the approved Section 5310 Recipient Coordination and Management Plan to the Federal Transit Administration (FTA).
- Chaired a meeting of the Brown County Transportation Coordinating Committee (TCC).
- Worked with the Transportation Planner I to develop an interim project solicitation process to distribute additional Surface Transportation Program (STP) funds.
- Completed a revised draft of the CTH GV Environmental Report (ER) and sent it to WisDOT Northeast Region Office staff for review.
- Prepared information for a BCPC Transportation Subcommittee meeting. Also staffed the subcommittee meeting with the Transportation Planner I and presented the draft 2014 Transportation Planning Work Program, proposed performance measures for the MPO's CMP document, draft goals and objectives for the MPO's 2045 Long-Range Transportation Plan, and a 2035 Long-Range Transportation Plan performance measures status report.
- Developed the agenda for the next BCPC Transportation Subcommittee meeting in October.
- Participated in a Transportation Alternatives Program (TAP) teleconference with the Transportation Planner I.
- Participated in the 2013 MPO/WisDOT/RPC state conference.
- Completed a Title VI assessment survey at the request of WisDOT.
- Participated in three meetings with WisDOT staff, a consulting firm, and the County Planning Director to discuss the preliminary findings of the traffic analysis for the US 41/Southbridge Road interchange's Interstate Access Justification Report (IAJR).

The recent major planning activities of Aaron Schuette, Principal Planner:

- Continued researching and writing the Port Opportunity Study for the Port of Green Bay.
- Completed a survey of current and future needs of the current port operators in the Port of Green Bay.
- Completed a draft of the Housing Chapter of the Brown County Comprehensive Plan Update.
- Completed final close-out of the Energy Efficiency and Conservation Block Grant (EECBG) with the U.S. Department of Energy.
- Prepared a comment sheet and summary handout for the Brown County Board Strategic Plan listening sessions.

- Facilitated the Brown County Board Strategic Plan listening sessions on the evenings of September 4 and September 12.
- Received CDBG-Housing program certification at the CDBG-Housing program training in Wisconsin Rapids on September 16-18.
- Participated in a television interview with NBC 26 regarding the CDBG-Housing program on September 11.
- Completed the public notification regarding the Notice of Intent to Request Release of Funds for the CDBG-Housing program.
- Completed and submitted the Environmental Review Record for the CDBG-Housing program to the Wisconsin Department of Administration.
- Completed a draft Request for Proposals for Housing Quality Standards Evaluation services for the CDBG-Housing program.
- Met with a representative of Wisconsin Economic Development Corporation (WEDC) regarding the Brown County Research and Business Park on September 6.
- Held a public hearing for an amendment to the Brown County Farmland Preservation Plan Map at the Planning, Development, and Transportation Committee on the evening of September 23.
- Completed an updated zoning map for the Town of Rockland.
- Prepared a listing of parcels and address for the Howard-Suamico School District.
- Revised the elementary school district boundaries for the Howard-Suamico School District.
- Gave a presentation on community planning to Mrs. Goddard's 2nd grade class at Meadowbrook Elementary School in Howard on September 24.
- Participated in a small group listening session for the Howard-Suamico School District strategic planning effort on the evening of September 24.
- Coordinated with the Village of Pulaski and Brown County Zoning regarding a failing private onsite wastewater treatment system in the Village.
- Continued to coordinate with U.S. EPA, WDNR, and AECOM regarding finishing the Brownfield Grant – funded projects.
- Provided a digital copy of the Village of Wrightstown Comprehensive Plan to the Village for their update purposes.
- Provided requested census data on poverty levels to the Village of Suamico.
- Assisted 59 members of the public or local units of government with specific planning, land division, CDBG-Housing program, or zoning related phone calls during August.

The recent major planning activities of Peter Schlein, Senior Planner:

- Began review of eight new certified survey maps (CSMs). Completed review of 11 CSMs. Signed and filed 13 CSMs.
- Began review of one preliminary subdivision plat and completed review of one preliminary subdivision plat. Completed review of three final subdivision plats. Signed and filed one subdivision plat.
- Completed review of one preliminary subdivision plat for the City of Green Bay.
- Responded to three public Water Quality Letter requests.
- Began or completed one environmentally sensitive area (ESA) amendment.
- Began or completed one sewer service area (SSA) amendment.
- Review of smaller ESA and SSA related issues and inquiries to develop solutions for smaller projects.
- A Village of Suamico plan correction ESA amendment to update a wetland boundary with a 35-foot setback and to update the 35-foot setback to a floodway on Lots 12 and 13 (Parcels

SU-2394 and SU-2395) of the Chamber Hills Farm subdivision in the Village of Suamico. The ESA amendment was reviewed by staff on September 11.

- A Town of Ledgeview minor SSA amendment to add 2.0 acres to the SSA for existing residential development on part of Parcel D-401. The SSA review has been delayed due to inadequate information being submitted by the agent representing the petitioner. The delay caused a second hearing to take place on September 9. A project completion date is unknown at this time.
- Continued to utilize an online format for submitting and filing SSA amendments and ESA amendments with the Bureau of Watershed Management to expedite the review and approval process, saving time and money for staff and property owners.
- Worked with the Army Corps of Engineers (ACOE) and WDNR regarding a wetland delineation report that was made for the Brown County Farm property. A consultant made revisions to the report twice, and is resubmitting a new report with corrections suggested by ACOE in order to create an approvable wetland report. The consultant making corrections is URS, which is using a subcontractor to fix earlier versions of the report.
- Worked with a property owner regarding a storm water management plan for the Champion Estates subdivision in the Town of Green Bay. The storm water management system is privately owned by the property owners and problems with the system must be corrected by the owners.
- Provided planning services and ESA related duties, including advice to inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding "what is allowed and restricted" within an ESA buffer.
- Continued the development of an update to the Suamico Comprehensive Plan.
- Presented Chapter 2 draft (Existing Land Use) of Suamico Comprehensive Plan with Dan Teaters presenting Chapter 3 draft (Transportation) to Village advisory committee on September 26.
- Continued the development of an update to the Brown County Sewage Plan. Completed acreage allocation to allow proposed development to occur when a municipality wishes to expand a sewer service area.
- Prepared materials for presentation to BCPC Board of Directors that identifies how municipalities will select acreage allocations.
- Provided assistance and information to the general public, surveyors, and local units of government regarding various land divisions, potential developments, and general questions pertaining to the subdivision ordinance and general planning concepts via phone conversations and meetings.

The recent major planning activities of Lisa Conard, Transportation Planner I:

- Continued work regarding the *Draft 2014-2018 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
 - Presented TIP overview to the BCPC Board of Directors.
 - Held public hearing.
 - Held Environmental Resource Agency Consultation meeting.
 - Presented draft to the Transportation Subcommittee.
 - Worked with WisDOT staff to finalize 2015-2016 project approvals.
 - Completed public review process.
- Completed *Major Amendment #3 to the 2013-2017 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
 - Presented amendment to the BCPC Board of Directors.
 - Held public hearing.

- Completed public review process.
 - Submitted amendment document to FHWA, FTA, and WisDOT.
- Collaborated with WisDOT staff to determine the amount of Surface Transportation Program (STP-U) funds available to the Green Bay Urbanized Area as a result of reaching Transportation Management Area (TMA) status (200,000+ population). Also discussed future programming and tentative schedule.
- Attended a meeting via conference call regarding the new Transportation Alternatives Program (TAP) aka "enhancements" to learn about the process and timeline for distribution of funds in the urbanized area.
- Continued work on the *2014-2018 Transit Development Plan (TDP) for the Green Bay Metro System*.
- Continued writing the *2013 Coordinated Public Transit-Human Services Transportation Plan for Brown County* as required by MAP-21. Incorporated results of the required county meeting into the plan.
- Finalized the August edition of the Green Bay Metro quarterly route review. All of Metro's full service fixed routes will be evaluated.
- Provided information to Green Bay Metro staff regarding proposed fixed route bus and paratransit service level options in the Village of Ashwaubenon as a result of receiving notification that the Oneida Tribe of Indians, which contributes approximately \$175,000 to Metro annually for services, will end its partnership with Metro effective November 4, 2013.
- Consulted and/or provided information to Metro staff regarding various services, compliance, and/or other issues.
- Provided information to GIS/Transportation Planner for inclusion in the Transportation Chapter of the Suamico Comprehensive Plan.
- Participated in the Brown County Planning Commission Board of Directors meeting the evening of September 4.
- Participated in the Brown County Transportation Coordinating Committee meeting on September 9. Recorded and wrote minutes.
- Participated in the Transportation Subcommittee meeting on September 16. Recorded and wrote minutes.
- Participated in the Transit Commission meeting on September 25.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Coordinated and held a Land Records System User Group to begin discussing replacement plans for the AS/400 system
- Presented the Brown County business park interactive website at the BCPC Board of Directors meeting on September 4.
- Presented the Brown County business park interactive website to the Advance Municipal Issues Committee on September 5.
- Coordinated an October 1 seminar with multiple departments to discuss future online GIS applications.
- Assisted the County Surveyor with the Survey Indexing project.
- Analyzed land sales in Suamico for the Senior Planner.
- Met with staff from five neighboring counties to discuss aerial photo project plans.
- Produced a Request for Proposal for 2014 aerial orthophotography.
- Continued to coordinate the publication of various online web services available on the county web site.

- Created a new County-owned land map (both PDF and interactive web map) for use by Airport, Port, Planning and Land Services, Administration, and other county departments.
- Assisted the Public Safety Department with maps and lists of wrecker services.
- Coordinated updates to the online GeoPrime mapping application and met with partnering agencies (Green Bay, De Pere and Ashwaubenon) to formulate plans for continuation of this product.
- Fixed a problem with the online Private Onsite Wastewater Treatment Systems mapping application.
- Produced a drive time analysis from fire station sites in Bellevue for the Village of Bellevue.
- Provided drive time estimates for ambulances in the Green Bay metro area for the Village of Ashwaubenon.
- Provided a 911 "Geo" data refresh to Public Safety and Communications.
- Discussed computer network issues with Technology Services staff.
- Assisted Technology Services Department with testing Internet Explorer 9.
- Produced large map printouts for the District Attorney's office.
- Provided GIS data and other services to Martenson-Eisele, Stantec, CoreLogic, Wisconsin DNR, Wisconsin DOT, Green Bay Metropolitan Sewerage District/NEW Water, Green Bay Area Public Schools, City of Green Bay, and others.
- Participated in conference calls with Esri, the GIS software vendor.
- Assisting the Principal Planner with acquiring bathymetric (water depth) data for the Fox River.
- Added new items to the LIO web page (historic maps link and more).
- Assisted other people with miscellaneous service, data, and training requests.
- Set up social media pages to help advertise the online services offered by the LIO (online maps and GIS apps).
- Attended staff meetings as needed.

The recent major planning activities of Dan Teaters, Planner I (GIS/Transportation):

- Assisted Green Bay Metro with paratransit boundary adjustments and population estimates for cost analysis.
- Assisted Peter Schleinz and Jeremy Du Chateau with MS4 project background and future development in GIS.
- Provided comments and feedback on the household projections for the new Traffic Analysis Zones.
- Assisted Cole Runge with gathering delay times at lift bridges and railroad crossings for performance measure tracking.
- Made updates to the Brown County Transportation web page as well as the Planning Department page.
 - Updated staff list.
 - Created new link icons for each department.
 - Created a "link" gallery for the transportation page.
- Created a 3D rendering for the staff at Advance for a proposal on Brown County Airport land.
- Conducted drive time analysis for three locations using ESRI Community Analyst for staff at Advance.
- Suamico Comprehensive Plan Update
 - Collected updated transportation data for the Village of Suamico.
 - Included new updated graphics and formatting.

- Completed draft chapter for review by Suamico.
- Continued development of an online walking map for Brown County
 - Updated sidewalk data in GIS.
- Updated Metro Route Guide and Individual Route Maps as requested.
- Assigned addresses as requested.
- Participated in the regular staff meetings held every other Thursday morning.
- Participated in weekly teleconference meetings with ESRI staff to discuss ArcGIS online projects.
- Attended online training through ESRI for CityEngine software.

The recent major planning activities of Jeremy Du Chateau, GIS Technician:

- Assisted the Planning Director with GIS data/maps and analysis for Library Board meeting presentation regarding the East Branch Library.
- Assisted and supplied GIS data/maps for Senior Planner regarding Sewer Service Area Expansion Area project.
- Worked with Zoning division staff to assess mobile GIS application needs.
- Created and finalized Packers Heritage Trail interactive map. Published map to Brown County LIO website.
- Updated NEW Zoo interactive map basemap data per zoo staff request. Finalizing NEW Zoo interactive map implementation.
- Assisted District Attorney's office with maps for criminal trial.
- Rolled out the Business Park web mapping system with presentation to the Chamber of Commerce Advance Group.
- Continued to develop and enhance the County's web mapping system.
- Continued to look to process improvements within County GIS enterprise system.
- Assisted other people with miscellaneous service, plots, data, and training requests.
- Attended staff meetings as needed.
- Attended Land Records System User Group meeting to develop scope of replacing the AS/400 system.
- Attended Titledown GIS Coordinators meeting to discuss future of GeoPrime online web map application.

The recent major planning activities of Billie Jo Horsens, Planner I - Housing:

- Attended 3-day training seminar for the Community Development Block Grant (CDBG) housing rehabilitation program.
- Drafted homeowner application and other pertinent documents for CDBG housing rehabilitation program.
- In the process of drafting Procedure Manual for CDBG housing rehabilitation program.
- Continue to educate potential candidates for housing rehabilitation program and enter them onto waiting list (84 candidates on waiting list).

MINUTES
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
TRANSPORTATION SUBCOMMITTEE
Monday, September 16, 2013
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL:

(Voting)

Jeff Agee-Aguayo		Tom Klimek	<u>X</u>
Bill Balke (Vice-Chair)	<u>X</u>	Randy Loberger*	<u>X</u>
Craig Berndt	<u>X</u>	Doug Martin (Chair)	<u>Exc</u>
Geoff Farr	<u>X</u>	Tom Miller	
Mike Finn		Rebecca Nyberg	<u>X</u>
Paul Fontecchio	<u>X</u>	Eric Rakers	<u>X</u>
Steve Grenier	<u>X</u>	Derek Weyer	
Ed Kazik	<u>Exc</u>	Tom Wittig*	<u>X</u>

(Non-voting)

Alexis Kuklenski (FHWA – Madison)	
Susan Morrison (WisDOT – Madison)	<u>X</u>
Chris Bertch (FTA Region 5)	

Others Present: Lisa J. Conard, * Todd Every for Randy Loberger, * Patty Kiewiz for Tom Wittig, Cole Runge, and Mark Walters.

Vice-Chair Balke opened the meeting at 10:00 a.m.

ORDER OF BUSINESS:

1. Approval of the February 25, 2013, Transportation Subcommittee meeting minutes.

A motion was made by T. Every, seconded by S. Grenier, to approve the February 25, 2013, Transportation Subcommittee meeting minutes. Motion carried.

2. Recommendation to the BCPC Board of Directors regarding the draft 2014 Transportation Planning Work Program.

C. Runge highlighted major tasks proposed in the 2014 MPO work program. The MPO will have additional requirements as a result of reaching Transportation Management Area (TMA) status (200,000+ population).

Transportation Management Area (TMA) Planning Certification Review

The primary purpose of a certification review is to formalize the continuing oversight and day-to-day evaluation of the planning process. The certification review process ensures that the planning requirements of 23 U.S.C. 134 and 49 U.S.C. 5303 are being satisfactorily implemented. In a broader sense, the certification review process is an opportunity to provide advice and guidance to a Transportation Management Area (an urbanized area with a population over

200,000) for enhancing the planning process and improving the quality of transportation investment decisions.

Because the Green Bay Urbanized Area now exceeds 200,000 people, the Green Bay MPO will have its first Planning Certification Review in the fall of 2014. This review will be conducted by representatives of the Federal Highway Administration, Federal Transit Administration, and Wisconsin Department of Transportation.

Congestion Management Process (CMP) Implementation

According to federal law (23 USC 134 and 49 USC 5303), urbanized areas that have populations of 200,000 or more must have Congestion Management Processes (CMPs) that provide information about transportation system performance, offer strategies for alleviating traffic congestion, and identify methods of enhancing the mobility of people and goods. The CMP is to be developed and implemented as an integrated part of the metropolitan transportation planning process, and it is intended to support the use of appropriate demand management, operations, and other strategies to meet transportation needs. The multimodal performance measures and strategies developed by the CMP are to be reflected in the MPO's Long-Range Transportation Plan and Transportation Improvement Program.

Because the Green Bay Urbanized Area's population exceeded 200,000 following the release of the 2010 US Census data, a CMP was developed that addresses congestion on the major transportation facilities within the MPO's Metropolitan Planning Area. The CMP is scheduled to be approved by the MPO's Policy Board in 2013, and additional data will be collected and analyzed in 2014 to determine if the targets identified for the CMP's performance measures are being met.

2010-2012 Green Bay Metropolitan Area Intersection Crash Study

The Green Bay Metropolitan Area experiences hundreds of vehicle crashes every year that are caused by a variety of factors, and most of these crashes occur at intersections because these are the main conflict points in the street system. In 2001, MPO staff completed a study that examined the 30 metropolitan area intersections that experienced at least 15 reportable crashes and had the highest average annual crash rates between 1997 and 1999. In 2006, MPO staff updated this study by identifying the 30 most hazardous metropolitan area intersections between 2002 and 2004. The 2006 study also examined the status of each of the 30 intersections profiled in the 2001 study to determine how they were performing five years later. A third study was completed in 2010, and this study identified and analyzed the 30 most hazardous metropolitan area intersections between 2007 and 2009. The study also examined the status of the 30 intersections profiled in the 2006 study to see if improvements had occurred.

Because the findings of the previous three studies have been used by the state, county, and communities to improve safety at intersections, MPO staff will complete a fourth study in 2014 that identifies and analyzes the 10 most hazardous metropolitan area intersections between 2010 and 2012 and examines the status of the 10 most hazardous intersections profiled in the 2010 study to see if improvements have occurred. The number of intersections that will be profiled in the 2014 study will be 10 instead of 30 because the previous crash studies have shown that the intersections with unusually high crash rates and numbers tended to be ranked in the top 10.

Green Bay Metro Comprehensive Bus Stop Study

In 2012, MPO and Green Bay Metro staffs assessed the accessibility of all signed bus stops to determine the stops that do not have direct access to a sidewalk and/or a concrete pad. Metro is now working with the service area communities to improve access where necessary and possible, but many stops continue to not have direct access to paved surfaces.

In June of 2013, MPO staff gained direct access to farebox and other information from Metro's data provider (GFI). Now that this information is available, MPO staff intends to conduct a comprehensive bus stop study to identify high- and low-activity stops and other stop characteristics. The results of this study will help Metro determine if stops should be added or eliminated and if routes can or should be modified based on ridership activity. The study results will also be used by Metro to justify the addition of sidewalks, concrete pads, and possibly shelters at stops.

Environmental Impact Statement (EIS) for Transportation Improvements in the Southern Portion of the Green Bay Metropolitan Area (Non-MPO Activity)

In 2013, MPO staff continued to develop an EIS to identify a preferred method of handling projected transportation demand in the southern portion of the Green Bay Metropolitan Area. Some of the work completed in 2013 included revising components of the draft EIS to reflect changes in the project's termini, developing an Environmental Report (ER) for the segment of CTH GV between CTH G and CTH X that is scheduled to be reconstructed in 2014, facilitating lead agencies meetings with representatives of WisDOT and FHWA, and providing several project status reports to the BCPC Board of Directors, participating communities, and other organizations.

In 2014, MPO staff will continue to work with WisDOT, FHWA, the project's cooperating and participating agencies, the EIS Stakeholder Committee, and the public to develop the Final EIS and Interstate Access Justification Report (IAJR) and receive a signed Record of Decision (ROD) for the project.

C. Runge stated that the EIS and IAJR are not MPO tasks and MPO funds will continue to not be used to complete the project. To date, local funds have been used to cover staff time, and consultants were only hired to do the archeological work along the proposed south bridge corridor and micro-level traffic analysis for the IAJR.

Discussion occurred regarding the status of the EIS and IAJR.

C. Runge stated that staff was completing the EIS and IAJR concurrently. However, FWHA and WisDOT recently determined that the IAJR must be completed prior to the approval of the EIS.

C. Runge stated that staff was informed that the IAJR must be reviewed and approved in this order:

1. WisDOT – Northeast Region
2. WisDOT – Central Office
3. FHWA – Madison Office
4. FHWA – Washington Office for final review and decision.

P. Fontecchio asked how much Brown County has invested to date in the EIS/IAJR project. C. Runge stated that a total of approximately \$75,000 will have been spent over the last seven years on consultant services when the micro-level traffic analysis is completed. The rest of the cost of the project has been covered by existing county staff at no additional cost to the county.

C. Runge stated that in 2014 the MPO will receive additional funding for staff. C. Runge stated that the additional workload associated with being designated a TMA will justify adding another staff person to the MPO. If this staff person is approved, the MPO will have one Principal Planner, one Senior Planner, and two Planner I positions. The addition of this position can occur at no additional cost to the county.

E. Rakers asked if the funding level is expected to continue.

S. Morrison, Urban and Regional Planner, WisDOT Bureau of Planning and Economic Development, stated that the MPO should expect to receive the higher level of funding in the future.

B. Balke asked for additional comments and questions regarding the work program.

Additional discussion occurred regarding the status of the EIS and IAJR.

R. Nyberg asked about the Transportation Alternatives Program (TAP) process, timeline, and the impact that the program changes (consolidation of programs) will have locally.

C. Runge stated that TMAs (areas over 200,000 population) will be given a TAP funding set-aside. This means that projects from the Green Bay Urbanized Area will not have to compete with projects from other parts of the state for funding. MPO staff does not currently know how much the Green Bay MPO will receive, but this information is expected to be known soon.

WisDOT is in the process of rolling out the program for 2014. MPO staff will be participating in a webinar at noon today with WisDOT staff. This will be WisDOT's first outreach to MPOs to explain the program.

A motion was made by E. Rakers, seconded by S. Grenier, to recommend approval of the draft 2014 Transportation Planning Work Program to the BCPC Board of Directors. Motion carried.

3. Recommendation to the BCPC Board of Directors regarding the draft 2014-2018 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard stated that the 2014-2018 TIP was forwarded to the Transportation Subcommittee on August 15. Activities to date include:

1. Began 30-day public review and comment period on August 21.
2. On September 4, before the BCPC, staff provided a general overview of what a TIP is, the purpose of a TIP, and the process for completing a TIP.
3. Also on September 4, staff held the public hearing.
4. Earlier today, staff completed the Environmental Consultation requirement.

To date, we have documented one comment; that coming from the Wisconsin Bureau of Aeronautics. The comment pertains to a small bridge project near the airport. The comment has been forwarded to the appropriate WisDOT staff.

Upon recommendation from the subcommittee today, staff will present the TIP to the BCPC Board of Directors on October 2. Shortly thereafter, staff will forward the document to FHWA, FTA, and WisDOT for approval.

Staff anticipates final approval by WisDOT in January of 2014.

L. Conard provided an update on the Local Program. Currently, there are six projects scheduled to receive STP Urban Funds. They include Pilgrim Way, Humboldt Road, Allard Street, Greene Avenue, Mather Street, and Gray Street.

With the passage of MAP-21 and the Green Bay Urbanized Area reaching TMA status, the STP Urban program will continue, but will be administered a little differently than in the past.

WisDOT has decided to go with a 5-year program, which will include the six projects and others that have yet to be approved for funding. The first 5-year program will be between 2014 and 2018. Previously the program was a 4-year program with funding occurring every second year.

In addition, FHWA has established a new STP-U entitlement for the Green Bay Urbanized Area. MPO staff and WisDOT staff have been in recent discussions on determining how much additional funding is available and the timing of future project approvals. The MPO will have more funds than in the past as a result of having an urbanized area population that now exceeds 200,000.

L. Conard noted that the Allard Street, Greene Avenue, Mather Street, and Gray Street comprehensive applications were due to WisDOT on June 28. Since that time, WisDOT Northeast Region staff has been working with the locals to finalize project costs.

Project managers representing Allard Street (E. Rakers of De Pere), Greene Avenue (C. Berndt of Allouez), and Mather and Gray Streets (S. Grenier of Green Bay) indicated that the WisDOT management consultant fees were significantly greater than expected. In addition, the project cost estimates provided by the state were higher than anticipated.

C. Runge stated that he invited the Local Program Manager from WisDOT Northeast Region to attend today's meeting to help explain the changes to the local program and the state's project cost estimates, but he was unable to attend. C. Runge was also told that no other WisDOT staff person could attend to discuss these issues.

Discussion occurred regarding WisDOT's management consultant fees and the level of service provided. Many members of the committee expressed frustration about the difficulty of and costs associated with working with the management consultants.

The subcommittee members who are also STP-U project managers agreed that making the projects whole (80% federal / 20% local) would be preferred if additional funds are made available for the funding cycle.

Discussion occurred regarding amending the TIP to allow the projects to move forward at 80/20. This would likely require a major amendment process and approval by the Brown County Planning Commission Board of Directors.

L. Conard reiterated that MPO and WisDOT staffs are currently discussing options for the current program and possible timing of future project approvals.

C. Runge stated he would be in contact with subcommittee members once more information is known.

P. Fontecchio asked why CTH EA was not included in the most recent funding approval.

L. Conard stated that WisDOT provided an estimate of \$2,500,000 for the 2-year funding period of 2015/2016. MPO staff ranked submitted projects using the eight criteria used to establish project priorities. Four projects (Allard, Greene, Mather, and Gray) ranked high and were close to the target of approximately \$2,500,000. The Transportation Subcommittee recommended and the Brown County Planning Commission Board of Directors approved the projects. (Note: the approval of the four projects occurred as part of the 2012-2016 TIP process and the CTH EA project had not yet been submitted to the MPO to include in the TIP. The EA project was first submitted for inclusion in the 2013-2017 TIP with a proposed construction year of 2017. The 2017 funds have not yet been assigned to specific projects.)

L. Conard stated that the CTH EA project remains eligible for funding and will be considered as a candidate project as the MPO looks to identify projects for the balance of the new 5-year program, including 2017 and 2018 projects.

P. Fontecchio stated he did not agree with process used to prioritize projects, particularly the criterion that allows projects to receive points based on the number of years the projects appear in the TIP. He stated this seems like poor planning.

C. Runge stated that the Brown County Planning Commission Board of Directors adopted the process, and this criterion was included to reward applicants that demonstrate a commitment to long-range project planning.

P. Fontecchio referred to page 93 of the draft TIP which shows the Brown County funding balance of \$1,221,358. He asked if this money was available to the county for projects.

L. Conard stated that the \$1,221,358 represents Brown County's sub-allocation of funds. All urban area communities with STP Urban-eligible road miles are assigned a sub-allocation proportional to their share of mileage. It is not "money in the bank." Instead, a positive balance indicates that an applicant is eligible to receive STP-U funds during a TIP funding cycle, and a negative balance indicates that an applicant is not eligible to receive STP-U funds during a TIP funding cycle. The county's current positive balance will make it eligible to receive STP-U funds in the next funding cycle.

A motion was made by T. Klimek, seconded by S. Grenier, to recommend approval of the draft 2014-2018 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area to the BCPC Board of Directors. Motion carried.

4. Discussion of proposed performance measures for the Green Bay MPO Congestion Management Process (CMP).

C. Runge provided an overview of the proposed performance measures, performance targets, and data sources for the Green Bay Metropolitan Planning Area's Congestion Management Process (CMP). The development of a CMP is required for urbanized areas with populations above 200,000.

R. Nyberg asked if the plan reflects the trend that people are driving less than in the past.

C. Runge stated that this will be considered in the CMP by measuring total delay per mile and delay per vehicle per mile.

C. Runge stated MPO staff plans to test areas of potential congestion by performing "floating car studies." MPO staff will drive along road segments using a Global Positioning System (GPS) device to record and measure delay.

S. Grenier asked about the goal of having on-street bicycle facilities on 20 percent of the Metropolitan Planning Area's collector and arterial streets by 2020. S. Grenier stated that bicycle accommodations are required for Monroe Avenue in Green Bay as part of Trans 75 (Complete Streets Law). Feedback from people who live in the adjacent neighborhoods indicates that they prefer to ride on residential streets parallel to the busy streets. Many feel uncomfortable riding on a busy street such as Monroe or Velp Avenue. The sharrows (shared bike and parking) the city installed on Crooks and Cherry are popular with area residents.

C. Runge stated that one of the draft goals for the 2045 MPO Long-Range Transportation Plan is to develop a bicycling and walking culture in the area that will help people feel more comfortable about bicycling on major streets.

C. Runge introduced Mr. Mark Walter who was attending the meeting today. Mr. Walter is staff from the Brown County Port and Resource Recovery Department. C. Runge asked M. Walter if he has any questions or comments about the draft goals and objectives.

M. Walter stated that he does not have comments or questions.

B. Balke asked if the document will be brought back to the Transportation Subcommittee in the future.

C. Runge stated that staff's goal is to present a full draft of the CMP to the subcommittee in October.

5. Discussion of draft goals and objectives for the 2045 Green Bay MPO Long-Range Transportation Plan.

C. Runge stated that the due date for the MPO's next long-range transportation plan is November of 2015. Although this is more than two years away, staff is beginning to develop goals and objectives for the plan.

C. Runge stated that Moving Ahead for Progress in the 21st Century (MAP-21) strongly emphasizes the establishment of performance- and outcome-based transportation programs, and MPOs are required to use a performance-based approach when they develop transportation plans for their Metropolitan Planning Areas. The draft goals and objectives for the long-range transportation plan are meant to reflect this approach.

C. Runge asked members of the subcommittee if they have comments or questions about the draft goals and objectives. He also asked the members to let him know if they have comments or questions after the meeting.

6. Discussion of the Green Bay MPO's Transportation System Performance Status Report.

The existing long-range plan was adopted in 2010. The staff report contains the status of the performance measures identified in the plan. This report is for information purposes, and no action is necessary.

P. Fontecchio stated he was opposed to the strategy that stated "For arterial streets, continue to construct two-lane boulevards or three-lane streets instead of streets with four lanes unless more lanes are proven to be necessary." His approach to road building is to minimize costs.

C. Runge stated that the BCPC/Green Bay MPO staff also wants to minimize costs, and many county and other road projects that have occurred in the area over the last several years have been narrowed based upon the recommendations of BCPC/Green Bay MPO staff. BCPC/Green Bay MPO staff's goal is to "right size" streets to save money and maximize efficiency and accessibility.

P. Fontecchio stated he also disagrees with recommendations in a 2005 BCPC/Green Bay MPO report entitled *A Case for Narrow Arterial Streets* that is on the BCPC/Green Bay MPO website.

P. Fontecchio stated he would like to see a cost component included in the long-range plan, as it is not cost-constrained.

C. Runge stated that the long-range plan is a policy document that does include a long-term financial analysis. The plan is not a Capital Improvement Program or TIP that identifies specific costs for all aspects of transportation projects.

P. Fontecchio stated he would vote against this type of (long-range) plan in the future.

T. Klimek suggested the plan also address short-sea shipping and the proposed intermodal operations.

B. Balke stated this item was informational and additional feedback can be provided to C. Runge.

7. Any other matters.

C. Runge stated that a Transportation Subcommittee meeting will likely be scheduled in October.

8. Adjourn.

B. Balke adjourned the meeting at 11:40 a.m.

MINUTES
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
TRANSPORTATION SUBCOMMITTEE
Monday, October 21, 2013
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL:

(Voting)

Jeff Agee-Aguayo		Tom Klimek	<u>X</u>
Bill Balke (Vice-Chair)	<u>X</u>	Randy Loberger	
Craig Berndt	<u>X</u>	Doug Martin (Chair)	<u>X</u>
Geoff Farr	<u>X</u>	Tom Miller	
Mike Finn		Rebecca Nyberg	<u>X</u>
Paul Fontecchio	<u>Exc</u>	Eric Rakers	<u>X</u>
Steve Grenier		Derek Weyer	<u>X</u>
Ed Kazik	<u>X</u>	Tom Wittig	<u>Exc</u>

(Non-voting)

Alexis Kuklenski (FHWA – Madison)	<u>Exc</u>
Susan Morrison (WisDOT – Madison)	<u>Exc</u>
Chris Bertch (FTA Region 5)	<u> </u>

Others Present: Chris Chritton, Lisa J. Conard, and Cole Runge.

ORDER OF BUSINESS:

D. Martin opened the meeting at 10:00 a.m.

1. Approval of the September 16, 2013, Transportation Subcommittee meeting minutes.

A motion was made by G. Farr, seconded by E. Rakers, to approve the September 16, 2013, Transportation Subcommittee meeting minutes. Motion carried.

2. Recommendation to the BCPC Board of Directors regarding modifications to the MPO's Public Participation Process document.

C. Runge stated that the document is reviewed annually. A public comment period was held and no comments were received. Minor changes have been made to reflect the new federal transportation law, MAP-21. In addition, staff has removed the language regarding public visioning sessions (page #6) as this method of public involvement produces very few results for regional planning efforts.

D. Weyer stated that A. Kuklenski from FHWA plans on submitting comments.

C. Runge stated that he has spoken with A. Kuklenski and she would like the language that describes the public participation efforts near the beginning of the document to be included under each plan task as appropriate. C. Runge stated that he would revise the document to reflect the request.

B. Balke asked what participation efforts yield the best results.

C. Runge stated that topics with a smaller geographical area tend to attract greater participation while larger area issues tend to attract less participation. Neighborhood-level meetings appear to be the most effective.

A motion was made by T. Klimek, seconded by C. Berndt, to recommend approval of the MPO's Public Participation Process document to the BCPC Board of Directors. Motion carried.

3. Recommendation to the BCPC Board of Directors regarding the draft Congestion Management Process (CMP) for the Green Bay Metropolitan Planning Area.

C. Runge stated that at the previous Transportation Subcommittee meeting he presented proposed performance measures, performance targets, and data sources to be included in the CMP. The document before the subcommittee today is the full draft of the CMP.

D. Martin asked how often the measures relating to traffic congestion will be reviewed.

C. Runge referred to page #74 of the report. The performance measures will be reviewed annually, and data will be collected annually to measure progress toward reaching the CMP's performance targets.

E. Rakers asked about measuring delay per vehicle mile and if the MPO's intention to add one staff person beginning in 2014 is related to the substantial amount of data that must be collected for this and other CMP performance measures.

C. Runge stated that staff intends to collect data for this and other performance measures starting in 2014, and this data collection effort is one of the tasks that the new MPO planner will perform.

E. Rakers asked about traffic modeling.

C. Runge stated that the regional traffic model is maintained by WisDOT with assistance from MPO staff.

E. Rakers asked about how it is possible to increase bicycle accommodations by 20% by 2020.

C. Runge referred to page #52 of the report for bicycle accommodation strategies. In addition, the MPO is responsible for the distribution of STP-Urban funds and Transportation Alternatives Program (TAP) funds.

Staff can also use WisDOT's Facilities Design Manual (FDM) and determine to what level (1 of 15 levels) the bicycle facility complete streets is being met (shown below for no on-street parking). The 15 treatments identified in the FDM are (in order of preference):

- | | |
|------------------|---|
| 1 st | 2' gutter, 5' bike lane, 11'-12' travel lane |
| 2 nd | 6' concrete bike lane with integral curb, 11'-12' travel lane |
| 3 rd | 1' gutter, 5' bike lane, 11'-12' travel lane |
| 4 th | 2' gutter, 4' bike lane, 11'-12' travel lane |
| 5 th | 1' gutter, 4' bike lane, 11'-12' travel lane |
| 6 th | 5' concrete bike lane with integral curb, 11'-12' travel lane |
| 7 th | 2' gutter, 4' urban paved shoulder, edgeline, 11'-12' travel lane |
| 8 th | 1' gutter, 4' urban paved shoulder, edgeline, 11'-12' travel lane |
| 9 th | 2' gutter, 3' urban paved shoulder, edgeline, 11'-12' travel lane |
| 10 th | 1' gutter, 3' urban paved shoulder, edgeline, 11'-12' travel lane |
| 11 th | 2' gutter and 15' wide outside lane |
| 12 th | 1' gutter and 15' wide outside lane |
| 13 th | 2' gutter and 14' wide outside lane |
| 14 th | 15' concrete integral curb/gutter (wide outside lane) |
| 15 th | 1' gutter and 14' wide outside lane |

C. Runge stated that the Velp Avenue reconstruction project included wide curb lanes because right-of-way was constrained and there was not enough space for higher-end bicycle facilities

such as striped bicycle lanes. However, on a street like CTH GV, the physical, environmental, and other constraints that would limit right-of-way do not exist, so the FDM expectation would be that higher-end bicycle facilities (such as striped bicycle lanes) should be installed as part of the street's reconstruction project.

C. Runge stated that staff will likely recommend that the criteria for ranking STP-U projects be slightly modified to encourage project applicants to include higher-end bicycle facilities in their projects when these facilities can be accommodated.

E. Rakers explained that WisDOT has identified several design alternatives for the Main Avenue reconstruction project in De Pere. One of the alternatives includes converting the existing grade-separated rail crossing to an at-grade rail crossing. The traffic delays that would result from an at-grade crossing would conflict with the CMP's primary purpose, which is to reduce congestion on the area's transportation system.

A motion was made by E. Rakers, seconded by G. Farr, to recommend approval of the draft Congestion Management Process (CMP) for the Green Bay Metropolitan Planning Area to the BCPC Board of Directors. Motion carried.

4. Discussion of the interim project solicitation process for Surface Transportation Program (STP) funds.

L. Conard stated she provided a notice (via email) to the Transportation Subcommittee members and area urban jurisdictions on September 25 regarding an STP-Urban eligible project solicitation.

L. Conard stated that MPO staff received notice from WisDOT that the STP-U allocation is significantly higher than previous levels. The annual allocation is now set at **\$3,528,746**. Recent annual allocations ranged from \$1,200,000-\$1,400,000. This increase is partially due to the fact that the Green Bay Urbanized Area population exceeded 200,000 people in 2010 and has reached Transportation Management Area (TMA) status.

L. Conard provided a summary of approved STP-U funded projects through 2016:

2013/2014

Humboldt Road – Bascom Way to Spartan Rd. (rescheduled to 2016)
Pilgrim Way – Ashland Ave. to Holmgren Way (rescheduled to 2016)

2015/2016

Mather Street – Vroman St. to Roy Ave.
Gray Street – Dousman St. to Velp
Greene Avenue – Libal St. to East River Dr.
Allard Street – Grant St. to Reid St.

The Federal Highway Administration (FHWA) has determined that \$17,643,730 in STP-U funds is available between 2014 and 2018. The Brown County Planning Commission (MPO Policy Board) has already allocated \$6,209,760 of this amount to the aforementioned projects, leaving a balance of \$11,433,970.

L. Conard noted that project applications are due to MPO staff on October 25. Many applications have been received to date.

C. Runge noted that the results of staff's project ranking will be submitted to the Transportation Subcommittee, and the Transportation Subcommittee will meet in November to recommend the approval of a program of projects to the Brown County Planning Commission Board of Directors.

L. Conard stated that staff will present the project rankings to the Brown County Planning Commission Board of Directors in December and invited all applicants to attend. The meeting will be held on:

**Wednesday, December 4, 2013
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
6:30 p.m.**

5. Discussion of WisDOT's Northeast Region Transportation Demand Model and the model's role in the development of the MPO's 2045 Long-Range Transportation Plan.

Chris Chritton, WisDOT, provided a presentation via PowerPoint.

Traffic models are generally used to identify future roadway capacity deficiencies and/or to help predict the impact of a planned facility on the road system.

A base year (2010) traffic model has been developed and compared to actual traffic counts. Once the 2010 model and traffic count comparison process is validated, the model, with appropriate data input, will allow staff to identify possible traffic problem areas in the future (target year: 2045). This information will assist staff in development of long-range plans and programs.

Detailed information regarding base and future socioeconomic data needed for the model was discussed by C. Chritton. Technical processes used in the development of the base and future models were also explained. In addition, C. Chritton mentioned that the model will be used to test the transportation system impacts associated with various development scenarios.

C. Runge stated that the 2045 model's primary development scenario reflects the land use plans that have been adopted by the communities in the MPO area. The socioeconomic and other data used to develop the 2045 model are also based on the communities' plans.

R. Nyberg asked if the model addressed transit.

C. Chritton stated that the model includes a component that estimates the traffic reduction impact of people shifting from personal vehicles to transit.

R. Nyberg asked if the model takes into account the trend that people are taking fewer automobile trips than in the past.

C. Chritton stated that the trend may be too recent to notice in the model.

C. Chritton stated that the 2010 model has been validated and that WisDOT intends to have the 2045 model run completed in the near future.

C. Runge thanked C. Chritton for attending the meeting and making his presentation.

6. Any other matters.

The next meeting of the Transportation Subcommittee will be held on:

**Monday, November 18, 2013
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.**

7. Adjourn.

A motion was made by E. Kazik, seconded by G. Farr, to adjourn. Motion carried.

The meeting was closed at 10:58 a.m.

PORT AND RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN
DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **September 16, 2013** at the Brown County Materials Recycling Facility, 2561 S. Broadway, Green Bay, WI.

1. Call to Order

The meeting was called to order by Solid Waste Board Chair John Katers at 1:06 pm.

2. Roll Call

Present: John Katers, Chair
Lisa Bauer-Lotto
John Kennedy
Dave Landwehr
Ray Kopish (left at 1:35 pm)

Also Present: Dean Haen, Brown County P&SW
Chad Doverspike, Brown County P&SW
Mark Walter, Brown County P&SW
Jim Resick, Brown County UW-Extension

Excused: Mark Vanden Busch, Vice-Chair
Mike Van Lanen
Norb Dantinne, Treasurer
Bud Harris

3. Approval/Modification – *Meeting Agenda*

A motion to modify and approve the agenda by switching agenda items #5 and #6 was made and approved by John Katers and seconded by Dave Landwehr.
Unanimously approved.

4. Approval/Modification – *Meeting Minutes of July 22, 2013*

A motion to approve the minutes was made by Ray Kopish and seconded by Lisa Bauer-Lotto. Unanimously approved.

5. Financial Analysis - Request for Approval

- a. Financial Analysis Report by Schenck
- b. Fund Balance Description
- c. Resolution Accepting Recommendation of Financial Analysis

Foth Companies was hired in 2012 to analyze the South Landfill costs. In 2013, Schenk & Associates was hired to review the Department's financial situation and to see if the Department is on track to build the South Landfill and to close the East & West Landfill. The *Analysis and Projection of Solid Waste Cash and Investments* analyzes department cash flow between now and 2021. After 2021, there will be new incoming revenue from generated from tipping fees. The analysis also states that Schenk believes the operations are in good financial condition. As of now, the Long-Term Care for the East and West Landfills are fully funded through 2037. A *Resolution Accepting Recommendation of Port and Resource Recovery Department Financial Analysis* was put together and ready to be approved by the Brown County Board of Supervisors so that the department can adopt this financial plan and move forward.

A motion was made to modify the Financial Analysis by adopting a resolution of a financial analysis conditional upon Corporation Counsel approval and then was approved by Ray Kopish and seconded by John Katers. Unanimously approved.

6. BOW Strategic Waste Resource Management Plan – Request for Approval

Beginning in 2012, Golder Associates developed a *Strategic Plan for Waste Resource Management* on behalf of the BOW. A lot of effort was put into this plan to have it finalized by May of 2013. The report starts out with how the three county departments were created, what their authorities are, the differences within the counties, and what the partnership and agreements are. The plan continues with a SWOT analysis, strategic issues, visions, goals, objectives and finishes with a conclusion on where to go from here. This plan will be brought forth to PD&T to be approved. The plans will be mailed out to the key stakeholders to show them where the BOW partnership is heading. Next step will be to start making action plans for 2014.

A motion to approve the BOW Strategic Waste Resource Management Plan was made by Ray Kopish and seconded by Lisa Bauer-Lotto. Unanimously approved.

7. Recycling and Solid Waste Transfer Station Hauling Contract – Update

Over the past month or more, Brown County has been receiving signals that Badgerland is having financial issues. On August 9th, the department received notice that Badgerland had filed for Chapter 11 Bankruptcy. Combined the contracts are valued at more than \$2M/year. The department has the ability to terminate immediately based upon the bankruptcy notification. After meeting with Badgerland, the decision was to continue with them but to plan for short and long-term contingencies. Arrangements were secured with other contractors should Badgerland fail to meet our needs and follow the contract.

In addition, A Request for Quote (RFQ) for Hauling and Operations was put together and out for response on Friday, August 23rd. The RFQ combines both the recycling and solid waste transfer station contracts. The RFQ includes a new penalty provision at the recycling transfer station and also requires passing a financial analysis in order to be eligible to quote on the RFQ. Walk-thrus were held along with a questionnaire period. Responses are due September 16th.

In the meantime Badgerland had been notified several times and continues to be behind on their annual maintenance responsibilities for the transfer station and compactors along with other issues. Badgerland is also unable to meet Brown County's service needs at the transfer station resulting in Brown County contracting with subcontractors to assist fulfilling their duties under the contract.

8. 2014 Budget – Update

The budget approved by Solid Waste Board was amended prior to submission to the County Executive to include \$65,000 to update the scale. The budget was also amended (reduction of costs) to reflect the department's re-organization. As part of the re-organization effective September 1, 2013, everyone within the department has their new job duties and new titles, Chad Doverspike was hired as the Operations Manager and Mark Walter was hired as the Business Development Manager.

9. Strategic Communication Plan (RFP) - Update

The RFP for Strategic Communication Plan was already approved by the Solid Waste Board. Red Shoes out of Outagamie County and Leonard & Finco out of Brown County were the two respondents. The department is ready to make an offer to Leonard & Finco after reviewing both parties. The budget for the Resource Recovery side of the plan will be \$14,000 while the Port's budget will be \$35,000 in 2014 to carry out the plan.

10. Director's Report

Brown County Recycling Education and Social Marketing Proposal - The floor was opened to Jim Resick of Brown County UW-Extension. The Waste Stream Committee would like to see some measurement on recycling and also have some needs for ongoing evaluation to focus on increasing the participation rate and for residents to properly identify and place recyclables in the proper bin. Research suggests outreach programs may increase diversion rates in four ways; informational, attitudinal, beliefs, and behavioral. A proposal would be to break this into a program design, research, a pilot project which would test the results from the research, and issue a final report to the department with results. This proposal would be contingent upon the UW-Extension Educator position being funded in the County budget and by the State. The Committee returned to regular order of business.

The department will hold its annual Customer Appreciation Day September 17th and September 18th.

Household Hazardous Week is coming up October 7th – 12th. There will be media events and awareness kickoffs. This is an annual event.

Thomas J. Cashman, an employee within the department will be retiring in October after 36 years.

11. Such other Matters as Authorized by Law

No other matters.

12. Adjourn

Meeting was recessed at 1:35 pm due to lack of quorum.

John Katers, Chair
Solid Waste Board

Dean Haen, Director
Port & Resource Recovery Department

BOARD OF SUPERVISORS

Brown County



2444 BABCOCK ROAD
GREEN BAY, WISCONSIN 54313
PHONE (920) 544-8322

PATRICK W. MOYNIHAN, JR.
SUPERVISOR – DISTRICT 22

TO: Brown County Planning, Development and Transportation
Committee

FROM: Patrick W. Moynihan, Jr.
Supervisor, Brown County Board of Supervisors – District #22

DATE: November 19, 2013

SUBJECT: Appeal on behalf of Mr. Ricky Lemmen – Addition to
Residential Property located at 2352 Dorn Drive.

Dear Chairman Erickson and Committee Members,

For your review, I provide you the following information.

In past years, Mr. Ricky Lemmen, a lifelong Ashwaubenon resident, had requested of Airport Director Tom Miller approval to construct a one story, single family residence on an empty lot in which he owns adjoining the 2352 Dorn Drive property, as noted above (Airport Zoning District A). Mr. Lemmen's was refused and after years of rejection by Mr. Miller, Mr. Lemmen gave up the dream of building a home next to that of his boyhood home, in which his mother still resided.

However, in past months, Mr. Lemmen's mother has passed away. With her passing, Mr. Lemmen's intention now is to re-model his childhood home at 2352 Dorn Drive, by adding nominal square footage for a garage (with no intention of adding height to the structure).

A letter from Ashwaubenon President Michael Aubinger and Ashwaubenon Building Inspector/Zoning Administrator Todd Gerbers supporting Mr. Lemmen's request is enclosed. As is Mr. Lemmen's Building Permit Application and Floor Plans.

Since, Mr. Lemmen's has been denied in the past of new construction and now denied of existing real estate remodeling.

And since other requests of other individuals have been approved within Airport District Zone A (see attachments), I respectfully ask the Planning, Development and Transportation Committee and the Brown County Board of Supervisors to unilaterally endorse, by resolution, Mr. Lemmen's request to expand the 2352 Dorn Drive property in Ashwaubenon and compel Airport Director Miller to approve said request henceforth.

Thank you for your consideration of this matter.

A handwritten signature in black ink, appearing to read "Patrick W. Moynihan, Jr.", with a long horizontal flourish extending to the right.

Patrick W. Moynihan, Jr.
Supervisor, Brown County Board of Supervisors – District #22

Village of

Ashwaubenon

DEPARTMENT OF BUILDING INSPECTION & ZONING

2155 Holmgren Way

Ashwaubenon, Wisconsin 54304-4605

Phone (920) 492-2309

Fax (920) 492-2326

www.ashwaubenon.com



November 18, 2013

Ricky Lemmen
2066 Autumn Leaves Circle
Green Bay, WI 54313

RE: 2352 Dorn Dr.

Mr. Lemmen:

This written communication is in response to the recent request to obtain a building permit for the property located at 2352 Dorn Dr. (parcel VA-228-V-10) in the Village of Ashwaubenon.

With the proposed alterations remaining consistent with the intent of single family residence zoning district and this particular neighborhood, the Village of Ashwaubenon would be in support of the alterations you are proposing for the single family dwelling at this location subject to finalizing setback dimensions from existing property lines. The proposed alterations include the construction of an uninhabited attached garage and interior remodeling that would eliminate one of the bedrooms within the current dwelling.

Should you have any further questions regarding this matter, please contact me at (920) 492-2309.

Sincerely,

Todd Gerbers

Todd Gerbers
Building Inspector / Zoning Administrator

A handwritten signature in black ink, appearing to read 'Michael Aubinger'. The signature is fluid and cursive, with the first name 'Michael' being more prominent than the last name 'Aubinger'.

Michael Aubinger
Village President

GARY A. WICKERT, S.C.

Attorney and Counselor at Law

801 E. WALNUT • P.O. BOX 1656

GREEN BAY, WISCONSIN 54305

Gary A. Wickert

Telephone (920) 433-9425

Fax (920) 432-9188
wicklaw@gbonline.com

October 10, 2013

Mr. Thomas Miller
Austin Straubel International Airport
2077 Airport Drive
Green Bay WI 54313

RE: 2352 Dorn Drive (Lemmen)

Dear Tom:

You requested my opinion regarding the current application by Ricky P. Lemmen to construct an addition to the single family residence located at 2352 Dorn Drive. This parcel of real estate includes a portion that was purchased from the County in or about 1989 with that portion being subject to a clear zone easement. The clear zone easement is perpetual and no construction of any buildings, structures, etc., is allowed within the clear zone easement. Therefore, any proposed addition cannot extend into the clear zone easement area. There are no exceptions.

There is also a portion of the property that lies outside the clear zone easement. The current residence is located on this portion. The question is whether the addition could be constructed on that portion of the property which is outside the boundaries of the clear zone easement. This takes us into Chapter 24 of the Brown County Ordinances -- Airport Zoning Districts.

The property lies within District A. Section 24.15(3) specifies uses which are specifically prohibited in District A. One of the prohibited uses is residential (except for residential directly related to a farm operation, etc.).

Section 24.07 covers preexisting permitted use and essentially references structures, uses, etc., that were in effect or in existence on May 1, 2003. The current residence on the Dorn property would fall within this category. In zoning terminology, we sometimes refer to this as a "non-conforming use/structure." Section 24.07(3) covers expansion of preexisting permitted uses. In order to expand, alter, or enlarge a preexisting permitted use, there are three requirements that must be met. One of the requirements is that "the expansion, alteration, or enlarging meets

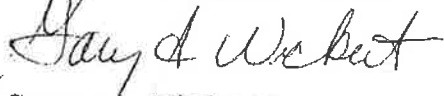
Page Two
October 10, 2013

the requirements of the Airport Zoning District's Ordinance and a statement showing such compliance is signed by the Airport Director or his designee prior to the expansion, alteration, or enlargement." This requirement cannot be satisfied since the proposed expansion (by Lemmen) is to/for a single family residential purpose and residential use is specifically prohibited in District A.

Since the proposed expansion/alteration does not meet/satisfy the requirements of Section 24.07(3), it is my opinion that the request should be denied.

Very truly yours,

GARY A. WICKERT, S.C.

A handwritten signature in cursive script that reads "Gary A. Wickert".

Gary A. Wickert

GAW:prn

VILLAGE OF ASHWAUBENON
BUILDING PERMIT APPLICATION

DATE: _____

PERMIT# _____

RECEIPT# _____

S.P.R.C. DATE: _____

X 12352 Dorn Dr.
Property Address

X Ricky B. Lemmen
Property Owner's Name

X 920-621-7727
Property Owner's Address Owner's Phone Number

X REMODEL
Project Description

X \$80,000
Total Cost of Project

Permit Fees

S.P.R.C. Fee

Method of Payment

Subdivision

Lot Number

State Seal

Parcel ID

Zoning Classification

A
Airport Zoning

SETBACKS:

Front

Rear

Left Side

Right Side

DIMENSIONS OF BUILDING

Height

Width

Length

Levels

First Floor Square Footage

Second Floor Square Footage

Basement (finished Area)

Driveway Square Footage

GARAGE SIZE

LOT SIZE

TRANS. NO.

SITE ID NO.

TO THE BUILDING INSPECTOR: The undersigned hereby applies for a permit to do the work herein described, according to the plans and specifications herewith filed, and hereby agrees that such work will be done in accordance with the said description, plans and specifications and in compliance with building ordinances and other ordinances of the Village of Ashwaubenon and the State Building codes of Wisconsin.

"ANY STATE OR COUNTY PERMITS MUST BE OBTAINED BY CONTRACTOR OR OWNER"

48 HOUR NOTIFICATION FOR ALL INSPECTIONS IS REQUIRED

Contractor Information ALL Trades

CONTRACTOR: Ricky Lemmen - owner ^{HOME} PHONE: 621-7727 STATE# _____

X ADDRESS: _____ COST: _____ FEE: _____

CITY/STATE/ZIP _____

ELECTRICAL CONT. _____ PHONE: _____ STATE # _____

X ADDRESS _____ COST: _____ FEE: _____

CITY/STATE/ZIP _____

~over please~

HVAC CONT. _____ PHONE: _____ STATE # _____

X ADDRESS: _____ COST: _____ FEE: _____

CITY/STATE/ZIP _____

PLUMBING CONT: _____ PHONE: _____ STATE# _____

X ADDRESS: _____ COST: _____ FEE: _____

CITY/STATE/ZIP _____

SEWER/WATER CONT. _____ PHONE: _____ STATE# _____

ADDRESS: _____ COST: _____ FEE: _____

CITY/STATE/ZIP _____

SPRINKLER CONT. _____ PHONE: _____ STATE# _____

ADDRESS: _____ COST: _____ FEE: _____

CITY/STATE/ZIP _____

Additional Fees

COMMERCIAL PROJECTS:

OCCUPANCY PERMIT \$75.00 CURB CUT \$40.00 PARK FEE \$ _____ EARLY START\$ _____

LAND USE PERMIT \$150.00 IF IN FLOODPLAIN \$250.00

EROSION CONTROL \$125.00/Acre + \$25.00/acre thereafter = \$ _____

STORMWATER MANAGEMENT : \$125.00/Acre + \$25.00/Acre thereafter = \$ _____

NEW CONST RESIDENTIAL.:

FINAL ON HOME \$30.00 CURB CUT \$35.00 DRIVEWAY EXPANSION \$10.00

GARBAGE CONT. \$74.91 RECYCLING CONT. \$71.00 PARK FEE \$ _____

EROSION CONTROL \$75.00 _____

A fine of \$150.00 will be issued for the General or Sub-Contractors in violation. These fines must be paid before the red tag is removed and construction can continue.

EXTERIOR AND ALL MAJOR CONSTRUCTION MUST BE COMPLETED ONE YEAR FROM ISSUE DATE OF PERMIT

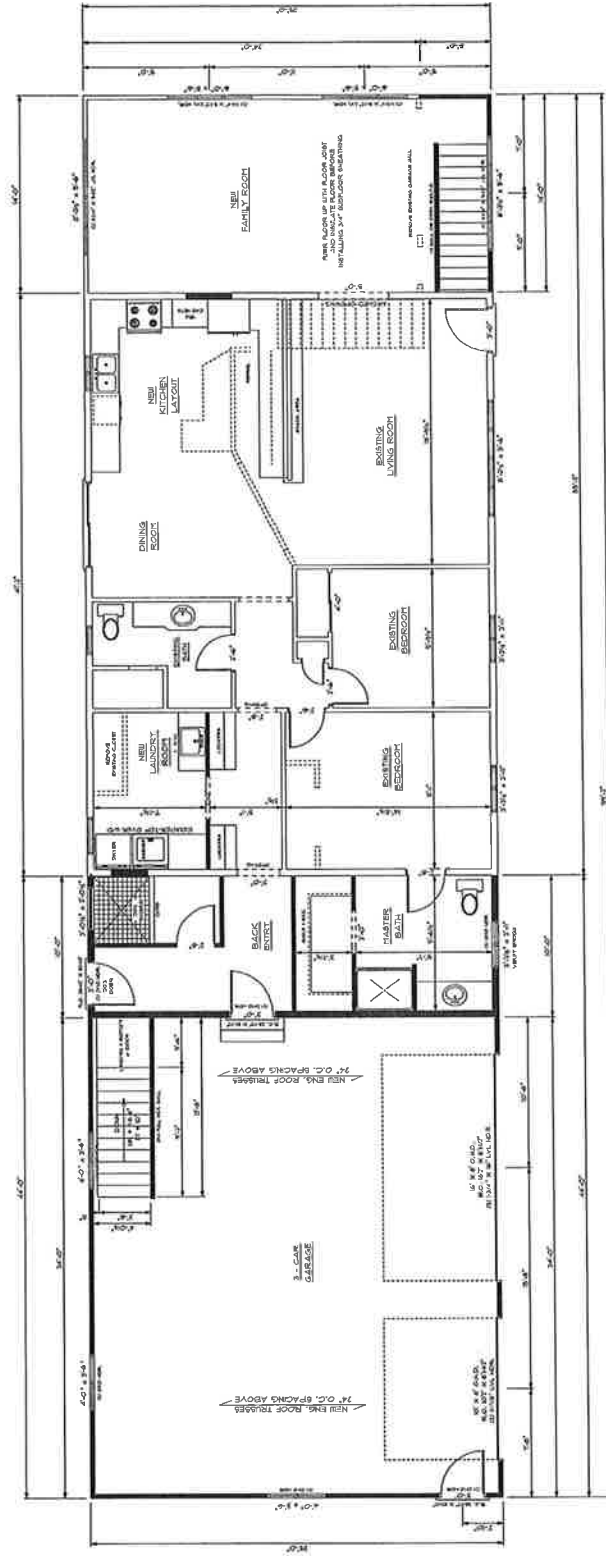
****Curb cuts must be done before the start of any construction. Entire site, including roads and gutter must be kept debris free during construction.**

X *Phil Lenn*
Contractor / Owner Signature

X 9/23/2013
Date

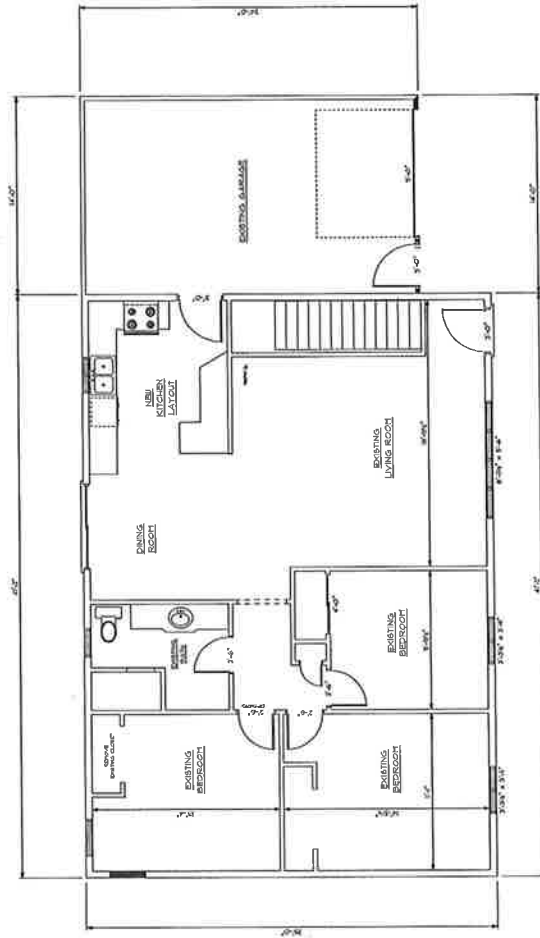
Building Inspectors Signature

Date



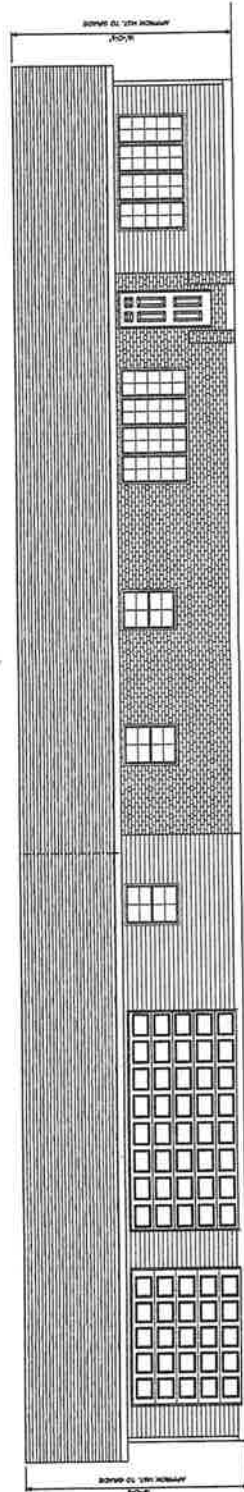
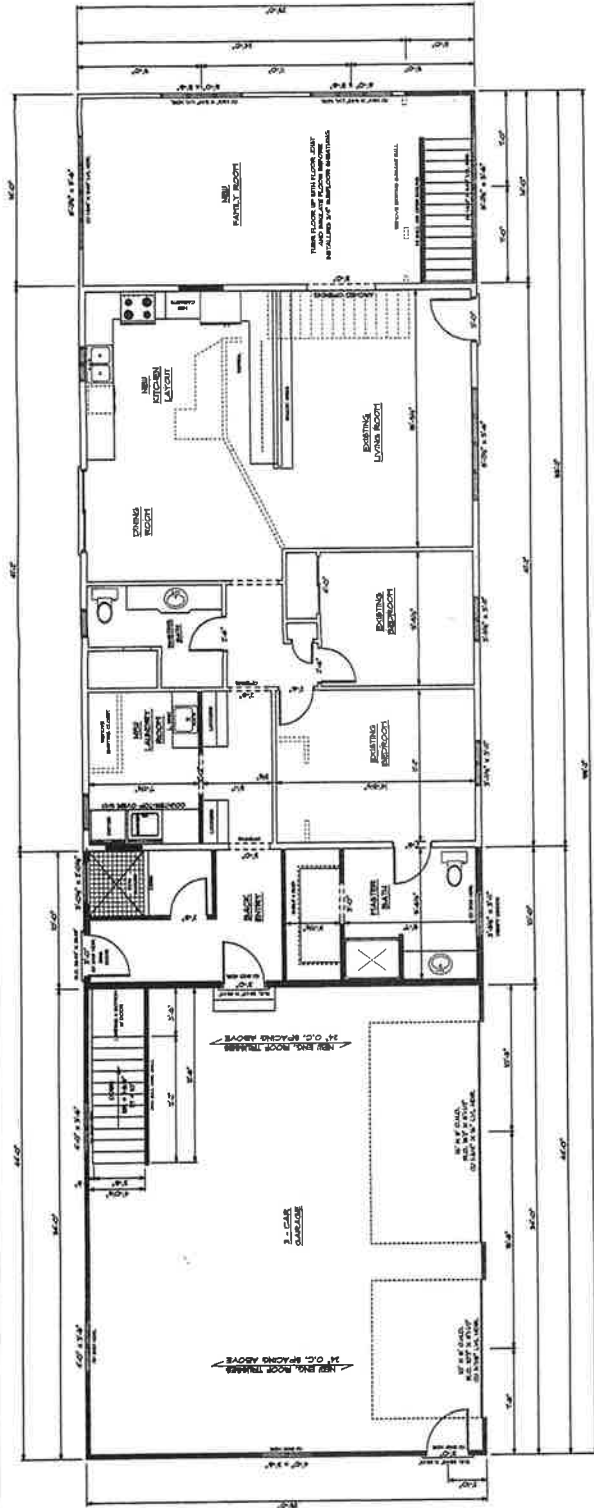
FINAL FLOOR PLAN

TOPS ZAPACK ROOMS 1 REMODELING RICKY LUTHERS ADDITION/REMODEL			
SCALE	DATE	BY	JA
DATE	REVISION	NO.	NO.
DATE	REVISION	NO.	NO.
PROJECT NUMBER			

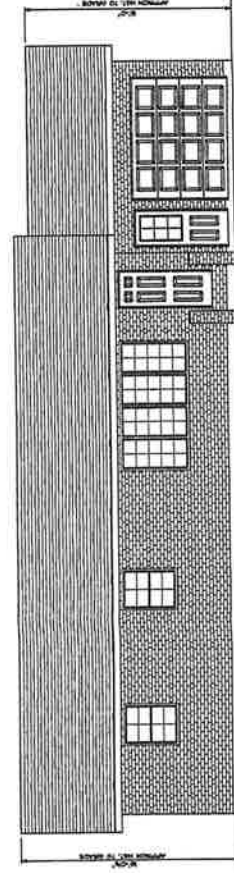


EXISTING FLOOR PLAN

TODD ZADACK ROOFING & REMODELING	
RICKY LEHMAN ADDITION/REMODEL	
SCALE	DRAWN BY J.M.
APPROVED	DATE November 14, 2011
DATE November 14, 2011	REVISED NONE
COLUMBIA, MARYLAND	



NEW PROPOSED ADDITIONS FRONT ELEVATION



EXISTING FRONT ELEVATION

TODD ZADACK ROOFING & REMODELING	
RECYCLED LUMBER ADDITION/REMODEL	
SCALE	DRAWN BY: J.A.
CAD/CHECKED	REVIEWED: J.A.
DATE: October 20, 2007	
PROJECT NO. 2007-001	

VILLAGE OF ASHWAUBENON
BUILDING PERMIT APPLICATION

BUILDING ADDRESS 2331 Dorn Dr Residential ☒ Commercial ☐

OWNER'S NAME: Pete Roy PHONE # 920 217 8886 PROJECT: Backyard Shed

TOTAL COST \$2,000.00 FEES \$35.00 S.P.R.C. ☐ CASH ☐ CK. ☐ CK. # ☐

SUBDIVISION ☐ LOT # ☐ STATE SEAL # ☐

PARCEL # ☐ ZONING 1R AIRPORT ZONE A

SETBACKS: FRONT 166' REAR 6' ft LEFT SIDE 106.62' RIGHT SIDE 6' ft

DIMENSIONS OF BUILDING HEIGHT: 11' WIDTH 10' LENGTH: 12' LEVELS 1

FIRST FLOOR ☐ SECOND FLOOR ☐ BASEMENT ☐

GARAGE SIZE 120' LOT SIZE ☐ TRANS. NO. ☐ SITE ID NO. ☐

TO THE BUILDING INSPECTOR: The undersigned hereby applies for a permit to do the work herein described, according to the plans and specifications herewith filed, and hereby agrees that such work will be done in accordance with the said description, plans and specifications and in compliance with building ordinances and other ordinances of the Village of Ashwaubenon and the State Building codes of Wisconsin.

"ANY STATE OR COUNTY PERMITS MUST BE OBTAINED BY CONTRACTOR OR OWNER"
48 HOUR NOTIFICATION FOR ALL INSPECTIONS IS REQUIRED

Contractor Information ALL Trades

CONTRACTOR: Owner PHONE: ☐ STATE # ☐

ADDRESS: ☐ COST: \$2,000.00 FEE: \$35.00

CITY/STATE/ZIP ☐

ELECTRICAL CONT. ☐ PHONE: ☐ STATE # ☐

ADDRESS ☐ COST: ☐ FEE: ☐

CITY/STATE/ZIP ☐

HVAC CONT. ☐ PHONE: ☐ STATE # ☐

ADDRESS: ☐ COST: ☐ FEE: ☐

CITY/STATE/ZIP ☐

PLUMBING CONT: ☐ PHONE: ☐ STATE # ☐

ADDRESS: ☐ COST: ☐ FEE: ☐

CITY/STATE/ZIP ☐

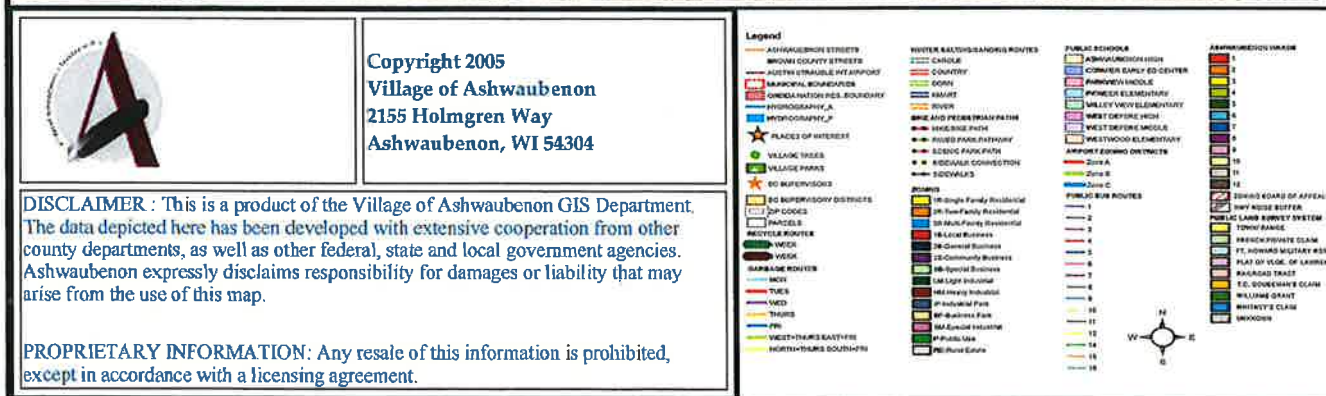
~over please~

DATE: 10/12/11

PERMIT# 11-00538

RECEIPT# 56963

S.P.R.C. DATE: N/A





VILLAGE OF ASHWAUBENON
RESIDENTIAL PERMIT APPLICATION

BUILDING ADDRESS 1608 Port STREET PERMIT # 10520
OWNER'S NAME: Herman Miller PHONE # 497-1859 DATE _____
PROJECT: Addition

PARCEL # _____ STATE SEAL: _____ ZONING IR AIRPORT ZONE A
SETBACKS: FRONT 47' REAR 100'+ LEFT SIDE 10' RIGHT SIDE 10'6"
DIMENSIONS OF BUILDING HEIGHT: _____ WIDTH 30 LENGTH: 26 LEVELS 1
FIRST FLOOR 660 sqFT SECOND FLOOR _____ BASEMENT _____
GARAGE SIZE _____ LOT SIZE 80' x 277'

TO THE BUILDING INSPECTOR: The undersigned hereby applies for a permit to do the work herein described, according to the plans and specifications herewith filed, and hereby agrees that such work will be done in accordance with the said description, plans and specifications and in compliance with building ordinances and other ordinances of the Village of Ashwaubenon and the State Building codes of Wisconsin.

"ANY STATE OR COUNTY PERMITS MUST BE OBTAINED BY CONTRACTOR OR OWNER"

48 HOUR NOTIFICATION FOR ALL INSPECTIONS IS REQUIRED

CONTRACTOR: Phil Lasee PHONE: 2657101 STATE# 0664
ADDRESS: E3207 Taboacan Ln Casco COST: 63,225.00 FEE: 132.00
ELECTRICAL CONT. MARK Delsart Electric PHONE: 469 9797 STATE# 171176
ADDRESS 1875 Commercial Way, Oakbury COST: 2500.00 FEE: 40.00
HVAC CONT. Air Tech PHONE: 338-1083 STATE# 254606
ADDRESS: 1006 Orlando Dr. De Pere WI COST: 6500.00 FEE: 40.00
PLUMBING CON: Thorne Plumbing Inc PHONE: 920-336-6966 STATE# 227223
ADDRESS: 3765 Creamery Rd Depere WI COST: 6600.00 FEE: 40.00
SEWER/WATER CONT. _____ PHONE: _____ STATE# _____
ADDRESS: _____ COST: _____ FEE: _____

FINAL ON HOME \$30.00 PLAN REVIEW \$50.00 STATE SEAL \$35.00 CURB CUT \$35.00
LAND USE PERMIT \$150.00 EROSION CONTROL \$75.00 PARK FEE \$ _____
TOTAL COST 79,825 FEES 282.00 CASH _____ CK. X CK. # 3268

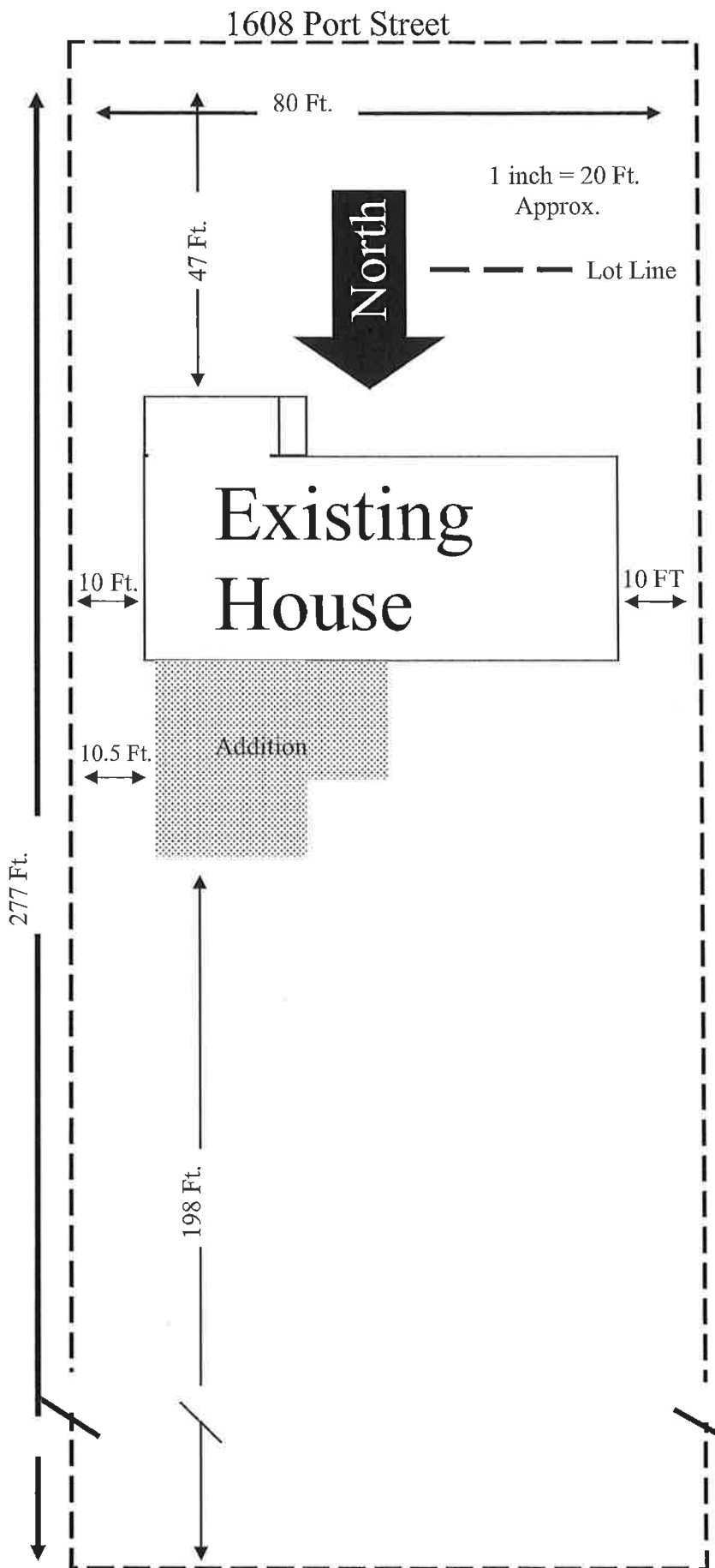
A fine of \$150.00 will be issued for the General or Sub-Contractors in violation. These fines must be paid before the red tag is removed and construction can continue.

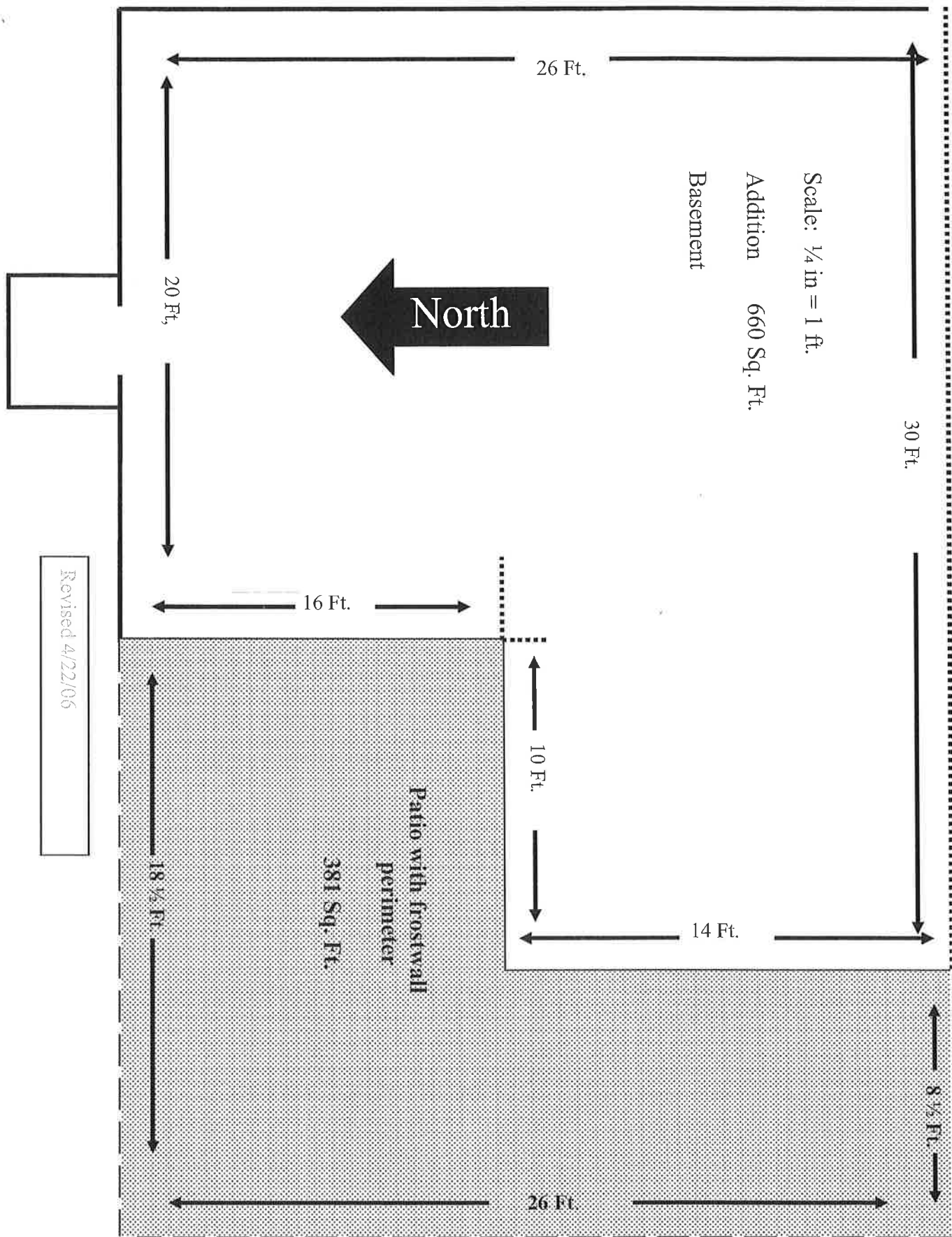
EXTERIOR AND ALL MAJOR CONSTRUCTION MUST BE COMPLETED ONE YEAR FROM ISSUE DATE OF PERMIT

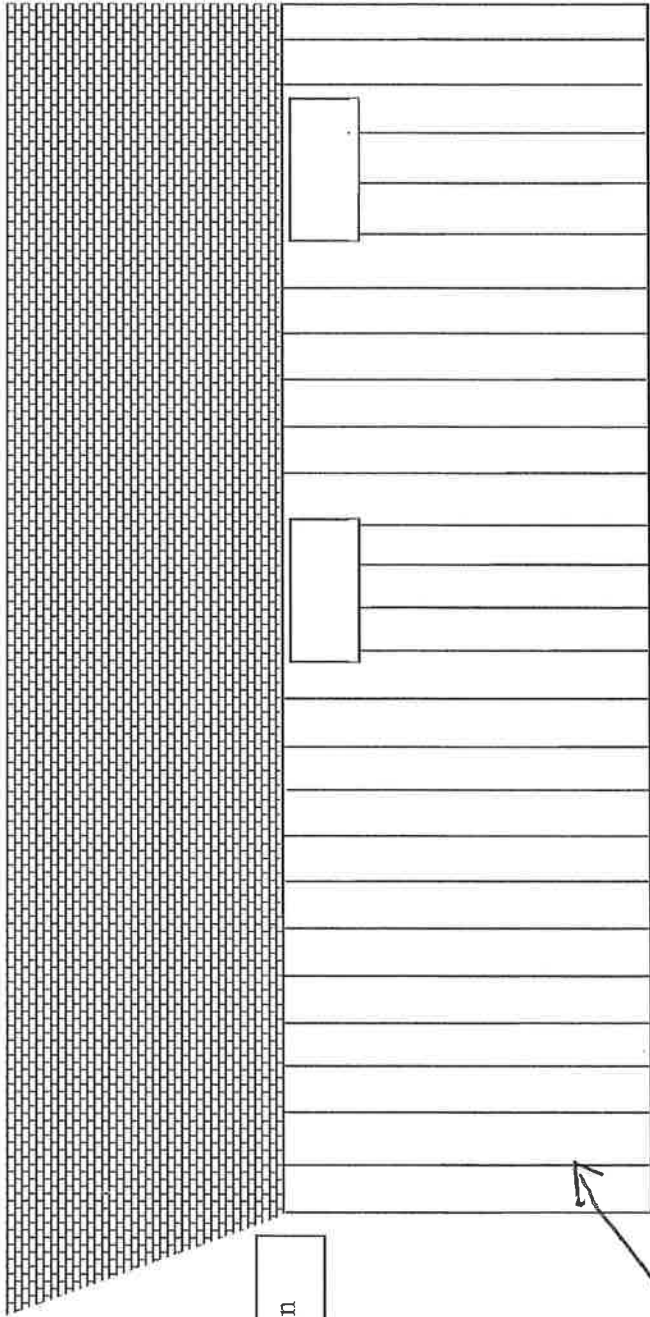
Curb cuts must be done before the start of any construction. Entire site, including roads and gutter must be kept debris free during construction.

CONTRACTORS SIGNATURE _____ DATE: _____

BUILDING INSPECTOR: John Gerbersen DATE: 5/30/00



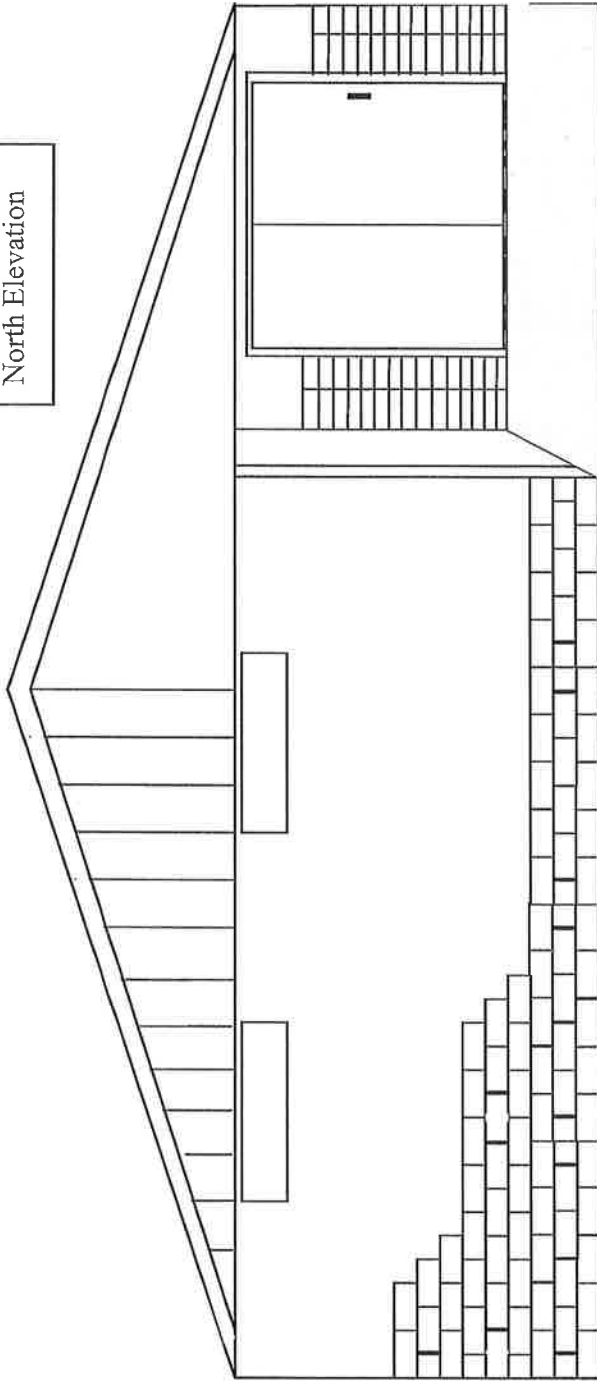




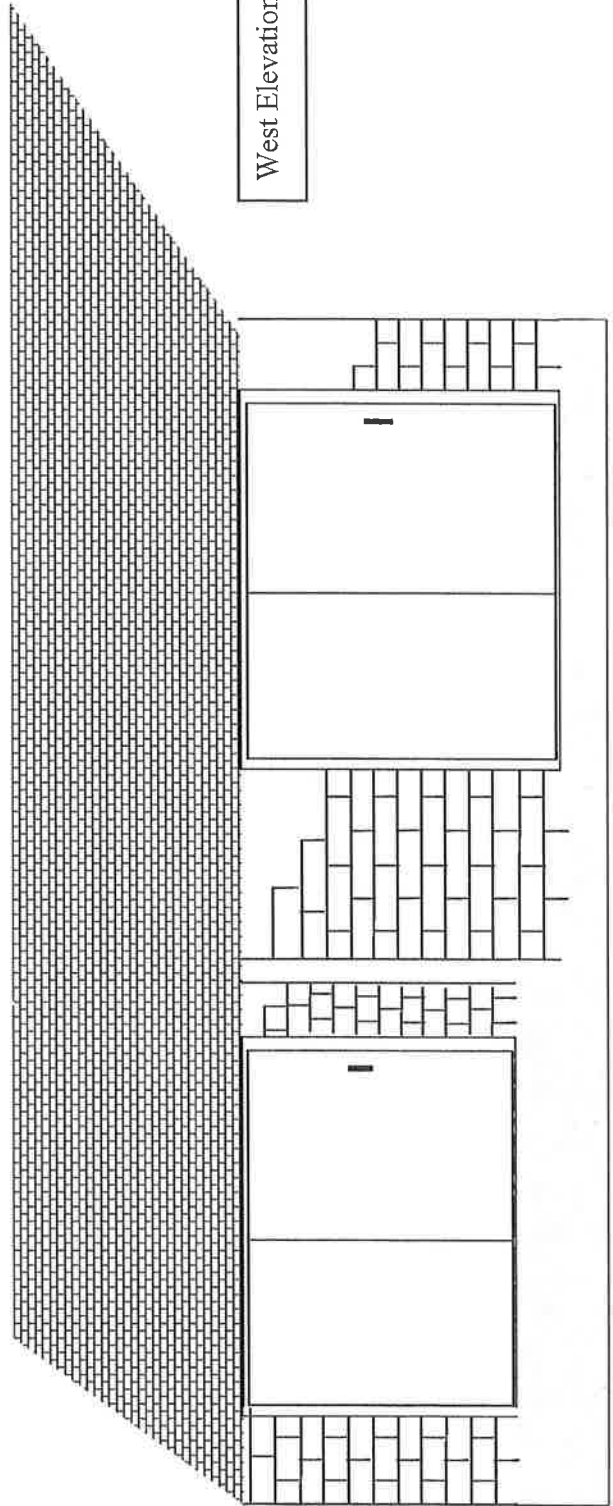
East Elevation

siding.

North Elevation

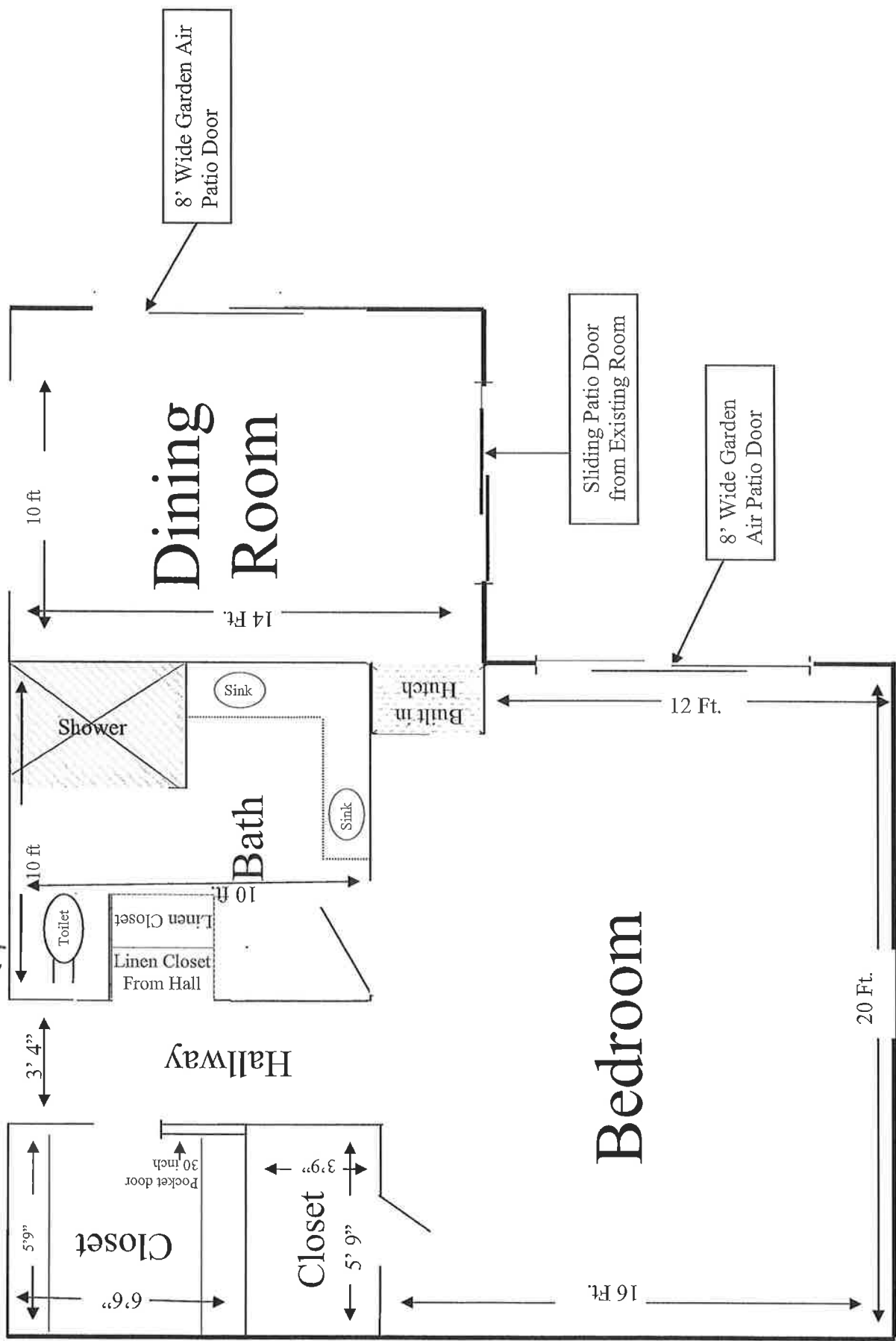


West Elevation



Bedroom made into
Laundry Room

Revised 4/21/06



BROWN COUNTY AIRPORT ZONING ORDINANCE
BUILDING NOISE LEVEL REDUCTION WORKSHEET

APPLICANT HERMAN MILLER MUNICIPALITY ASHWAUBENON
NAME
1108 PORT ST PERMIT NO. _____
ADDRESS

DATE 5/3/06
GREEN BAY WI 54313
CITY STATE ZIP
(26) 497-1859
TELEPHONE

BUILDING LOCATION SAME AS ABOVE

BUILDING TYPE ☒ SINGLE FAMILY RESIDENTIAL ZONE ☒ A
☐ MULTI-FAMILY RESIDENTIAL ☐ B
☐ COMMERCIAL NLR ☒ 20 dB
☐ INDUSTRIAL ☐ 5 dB
☐ OTHER _____ OTHER _____

SKETCH ALL EXTERIOR WALLS (SHOW WALL TYPES/COVERING)

See Attached

TOTAL WALL AREA 156 SQ. FT. (OCCUPIED AREAS ONLY - EXCLUDE BASEMENT & ATTIC)
SUB AREAS (1) WINDOWS 120 SQ. FT. (3) Wall 198 SQ. FT.
26 % OF TOTAL Siding 30 % OF TOTAL
(2) BRICK 288 SQ. FT. (4) _____ SQ. FT.
44 % OF TOTAL _____ % OF TOTAL

NOISE LEVEL CALCULATIONS

STANDARD STC 13 dB
WALL STC _____
ADJUSTMENTS
WINDOWS -7
CAD. W/BRICK +16.5
DOUBLE-GLAZEDWIN +3.5
2" INSULATION +1
GV SUM 30.5

NET ADJUSTMENT 27.5 dB

NOTE: STC = SOUND TRANSMISSION COEFFICIENT
(IN dB)

NET ADJUSTMENT MUST EQUAL OR EXCEED THE NLR REQUIRED BY ORDINANCE ABOVE

PREPARED BY:

Herman Miller Owner 5/3/06
SIGNATURE TITLE DATE

AIRPORT DIRECTOR APPROVAL: CONDITIONAL

Theresa M. Miller for 5/19/06
SIGNATURE DATE

Conditional approval for the addition is granted so long as the number of bedrooms in the home are not increased from the existing construction.

**VILLAGE OF ASHWAUBENON
RESIDENTIAL PERMIT APPLICATION**

BUILDING ADDRESS 1651 View Lane PERMIT # 22077
OWNER'S NAME: LRT CONSTRUCTION PHONE # 619 2343 DATE OCT 19 2005
PROJECT: New Construction

PARCEL # VA-277-1-2 STATE SEAL: 359374 ZONING 1R AIRPORT ZONE A
SETBACKS: FRONT 25 FT REAR 25 FT LEFT SIDE 10 FT RIGHT SIDE 10 FT
DIMENSIONS OF BUILDING HEIGHT: 18.5 FT WIDTH 44 FT LENGTH: 66 FT LEVELS 1
FIRST FLOOR 1617 sq ft SECOND FLOOR _____ BASEMENT 1617 sq ft
GARAGE SIZE 856 sq ft LOT SIZE 15,500 FT²

TO THE BUILDING INSPECTOR: The undersigned hereby applies for a permit to do the work herein described, according to the plans and specifications herewith filed, and hereby agrees that such work will be done in accordance with the said description, plans and specifications and in compliance with building ordinances and other ordinances of the Village of Ashwaubenon and the State Building codes of Wisconsin.

"ANY STATE OR COUNTY PERMITS MUST BE OBTAINED BY CONTRACTOR OR OWNER"
48 HOUR NOTIFICATION FOR ALL INSPECTIONS IS REQUIRED

CONTRACTOR: LRT CONSTRUCTION PHONE: 619-2343 STATE# 252041
ADDRESS: 4408 GLENDALE AVE 54313 COST: _____ FEE: \$ 323.00
ELECTRICAL CONT. PACKERLAND ELECTRIC PHONE: 371-4700 STATE # 172095
ADDRESS 3405 PACKERLAND DR 54115 COST: _____ FEE: \$ 65.00
HVAC CONT. NICKOLET HEATING + COOLING PHONE: 619-2343 STATE# 901178
ADDRESS: 4408 GLENDALE AVE 54313 COST: 5,000 FEE: \$ 65.00
PLUMBING CON: WATER SERVICES PHONE: 371 2572 STATE# 220596
ADDRESS: 14766 B/K LIME RD LUXEMBURG 54127 COST: _____ FEE: \$ 65.00
SEWER/WATER CONT. REDS EXCAVATING PHONE: 434, 2570 STATE# 232503
ADDRESS: 2245 RAMPIN RD GREEN BAY 54313 COST: _____ FEE: \$ 90.00
FINAL ON HOME \$30.00 PLAN REVIEW \$50.00 STATE SEAL \$35.00 CURB CUT \$35.00
LAND USE PERMIT \$150.00 EROSION CONTROL \$75.00 PARK FEE \$ 933.00
TOTAL COST 141,250 FEES \$ 1689.03 CASH CK. X CK. # 1700

A fine of \$150.00 will be issued for the General or Sub-Contractors in violation. These fines must be paid before the red tag is removed and construction can continue.

EXTERIOR AND ALL MAJOR CONSTRUCTION MUST BE COMPLETED ONE YEAR FROM ISSUE DATE OF PERMIT

Curb cuts must be done before the start of any construction. Entire site, including roads and gutter must be kept debris free during construction.

CONTRACTORS SIGNATURE [Signature] DATE: 10-19-05

BUILDING INSPECTOR: [Signature] DATE: 10-5-07

GARAGE CONTAINER \$58.00
RECYCLE CONTAINER \$58.00

APPLICATION FOR HEIGHT PERMIT

Green Bay, WI,September 24,, 2007...

TO THE AIRPORT DIRECTOR;

The undersigned hereby applies for a permit to ...construct a single family residential dwelling.....

.....

according to the following statement and in accordance with an ordinance regulating the height of structures and trees and the use of property in the vicinity of the Austin Straubel International Airport adopted by the Brown County Board of Supervisors on June 19, 1991, and last updated May, 2003.

1. Premises No.VA-277-1-2,.....
2. OwnerLeif Thompson.....
3. Owner's Address .. 4408 Glendale, Green Bay WI 54313.....
4. Legal Description of PremisesJ S Featherly Subdivision. Easterly 125 feet of the Westerly 250 feet of the Northerly 124 feet of that part of the South half of Lot B.....

COPY

5. OccupancySingle family Home.....
6. Maximum height of this construction above mean sea level6.80.....feet.

Application Approved*Thomas H. Miller for SC*....., 20.07 / 10/11.....

AIRPORT DIRECTOR

IT IS HEREBY AGREED between the undersigned as owner, his agent or servant and the County of Brown, that for and in consideration of the premises and of the permit to construct, erect, alter, repair or plant trees as described above, to be issued and granted by the Airport Director, Austin Straubel International Airport; that the work thereon will be done in accordance with the description herein set forth in this statement; and it is further agreed to construct, erect, alter, repair or plant trees in strict compliance with an ordinance regulating the height of structures and trees and use of property in the vicinity of Austin Straubel International Airport adopted by the Brown County Board of Supervisors; and to obey any and all lawful orders of the Airport Director made or issued by virtue of the provisions of said ordinances.

By,Agent

Address

Signed*Leif Thompson*..... Owner

Address4408 Glendale Av.....

Date	Inspection Record

AIRPORT

Brown County



2077 AIRPORT DRIVE, STE. 18
GREEN BAY, WISCONSIN 54313-5596

THOMAS W. MILLER

PHONE (920) 498-4800 FAX (920) 498-8799

AIRPORT DIRECTOR

Web page: www.co.brown.wi.us/airport

October 1, 2007

COPY

Mr Leif Thompson
LRT Construction
4408 Glendale Avenue
Green Bay WI 54313-7536

Re: 1651 View Lane

Dear Mr. Thompson:

Enclosed please find a signed copy of an airport Height Permit for the above-referenced property. The permit, must be displayed at the construction site, until the building is complete.

If you have any questions, please feel free to contact me at the airport office.

Very truly yours,

AUSTIN STRAUBEL INTERNATIONAL AIRPORT

By,

Thomas W. Miller, Airport Director

Twm

enc

BROWN COUNTY AIRPORT ZONING ORDINANCE BUILDING NOISE LEVEL REDUCTION WORKSHEET

APPLICANT

LRT Const.
Leif Thompson

MUNICIPALITY

Ashwaubenon

NAME

4409 GLINDALE

PERMIT NO.

ADDRESS

GREEN BAY

DATE

WI 54313

CITY

STATE

ZIP

(920) 619-2343

TELEPHONE

BUILDING LOCATION

1651 VIEW LN

GREEN BAY WI

BUILDING TYPE

☒ SINGLE FAMILY RESIDENTIAL

ZONE

☒ A☐ MULTI-FAMILY RESIDENTIAL☐ B☐ COMMERCIALNLR ☒ 20 dB☐ INDUSTRIAL☐ 5 dB☐ OTHER

OTHER

SKETCH ALL EXTERIOR WALLS (SHOW WALL TYPES/COVERING)

TOTAL WALL AREA

1372.8 SQ. FT. (OCCUPIED AREAS ONLY - EXCLUDE BASEMENT & ATTIC)

SUB AREAS

(1) WINDOWS

95.2 SQ. FT.

(3)

SQ. FT.

(2)

6.9 % OF TOTAL

(4)

% OF TOTAL

SQ. FT.

SQ. FT.

% OF TOTAL

% OF TOTAL

NOISE LEVEL CALCULATIONS

STANDARD STC

13 dB

WALL STC

ADJUSTMENTS

CENTRAL AIR +16

WINDOWS -7

DOUBLE-GLAZED +4

EXT 0

INSULATION 12" BR +1

EXT. MOP 0

EARTH AREA 0

NET ADJUSTMENT

20 dB

NOTE: STC = SOUND TRANSMISSION COEFFICIENT
(IN dB)

NET ADJUSTMENT MUST EQUAL OR EXCEED THE NLR REQUIRED BY ORDINANCE ABOVE

PREPARED BY:


 SIGNATURE

 Owner
 TITLE

 16-71-05
 DATE

BOARD OF SUPERVISORS

Brown County



2444 BABCOCK ROAD
GREEN BAY, WISCONSIN 54313
PHONE (920) 544-8322

PATRICK W. MOYNIHAN, JR.
SUPERVISOR – DISTRICT 22

TO: Brown County Planning, Development and Transportation Committee

FROM: Patrick W. Moynihan, Jr.
Chairman, Brown County Board of Supervisors

DATE: November 19, 2013

SUBJECT: \$20,000 allocation in 2014 Annual Brown County Budget -
Ms. Lynn Austin/Wise Women Gathering Place (Fiscal Agent)

Dear Chairman Erickson and Committee Members,

On November 6, 2013, at the annual Brown County Budget meeting, the county board by a 14-12 vote approved \$20,000 for Ms. Austin to complete the LaBaye.org Pre-American Brown County History website. It was communicated that evening “under discussion”, that the county website would perhaps benefit from the completion of the aforementioned website.

Though, I accept the results of the vote (I voted nay) I do have concerns with this expenditure and seek clarification.

First, I provide an opinion. I believe the board has set a precedent with this action. In my judgment, the county board has signaled to any and all historical groups within Brown County to seek funds in the form of a grant from county tax payers. I do not deem county taxpayers as grant providers.

Second, if this action continues to move forward, do we have a contractual relationship with all parties? What are the county’s protections?

Does Ms. Austin have a certificate of Professional Liability Insurance?
Should Ms. Austin have a certificate of Professional Liability Insurance?

Is the work being accomplished under the auspices of a 501C(3) designation? And if so, has the county been afforded proof of such designation?

What are the criteria for county committee oversight and fiscal disbursement?

Finally, though this website had started with the blessings of the previous administration, shouldn't the historical findings and eventual work product been RFI'd or RFP'd from concept and approved by a previous county board, if said work product was to be utilized by Brown County?

I think it prudent to follow-up on such questions prior to expending any tax dollars in the coming year.

Thank you for your consideration of this matter.

A handwritten signature in black ink, appearing to read "Patrick W. Moynihan, Jr.", with a stylized flourish at the end.

Patrick W. Moynihan, Jr.
Chairman, Brown County Board of Supervisors

Labaye.org New Features and Maintenance for 2014



Nine3Nine Creative
920 W. Wilson Ave
Chicago, IL 60640
Phone: (773) 617-7191

Bill To: LaBaye.org
1449 Morrow St.
Green Bay
WI
54302
United States

NINE3NINE
C R E A T I V E

Invoice: INV:172
Date: Oct-31-2013
Due Date: Feb-28-2014
Amount: USD 6,000.00

Product/Service	Description	Unit Cost	Quantity	Discount	Price
Site Design and Development	Upgrade: redesign of Family names to incorporate more information per family.	50.00	20.00	0.00	1,000.00
Site Maintenance and Restructuring	Build cross-referencing feature into Family subsection - needs research and discussion, design and implementation	50.00	30.00	0.00	1,500.00
Web Design and Development	Build admin interface to allow addition of custom categories, images and thumbnails and editing existing categories. Needs discussion, design, implementation and training.	50.00	40.00	0.00	2,000.00
Web Design and Development	Incorporate a "What's New" section that highlights most recent additions and changes. Discussion on presentation, content and design needed.	50.00	20.00	0.00	1,000.00
Web Design and Development	Additional category expansion for current sections.	50.00	10.00	0.00	500.00
Subtotal:					6,000.00
Net Balance (USD):					6,000.00
Total Paid:					0.00
Outstanding (USD):					6,000.00

Terms & Conditions

Quarterly payments of 1500.00

Web Hosting and Domain Renewal



Nine3Nine Creative
920 W. Wilson Ave
Chicago, IL 60640
Phone: (773) 617-7191

Bill To: LaBaye.org
1449 Morrow St.
Green Bay
WI
54302
United States

Invoice: INV:164

Date: Sep-11-2013

Amount: USD 44.49

NINE3NINE
C R E A T I V E

Product/Service	Description	Unit Cost	Quantity	Discount	Price
Domain Renewal	dotster 1yr domain registration fee	17.49	1.00	0.00	17.49
Web Hosting	3 Months - 9/1/13 to 11/30/13	27.00	1.00	0.00	27.00
Subtotal:					44.49
Net Balance (USD):					44.49
Total Paid:					0.00
Outstanding (USD):					44.49

La Baye Budget

2013-2014

Consultants	Description	Computation	Costs
Lynn Austin	Research and Coordination	540 x 12 months	6500
Muriel Austin	Research Assistance	200 x 12 months	2400
Nine 3 Nine	Website Development- Families and Individuals section 7,000 - 10,000 documents		6000
Travel			
mileage	Lynn transportation to meetings and local research locations		300
Chicago - Nine to Nine Meeting	Mileage to and from Chicago per diem	450 miles x \$.555 \$30 x 5 x 2	250 300
Supplies and Other			
Books	archival books		672
Scanner	Mustek 11.7 " x 16.5"		250
Server	for increased site traffic		2000
Domain Name			17
Web Site Hosting			27
Occupancy			
Office Supplies	Paper, copy ink, folders etc	25 x 12 months	300
Internet	scan to website drop box,	35 x 12 months	420
Phone	coordination of research	47 x12 months	564
Total			20000

**PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE
AGENDA ITEM FORM**

DEPARTMENT:

Airport

AGENDA ITEM:

Limits of Environmental Liability Insurance required to be carried by Jet Air Group, Inc. The long-term lease signed in February of this year, calls for \$3,000,000 in coverage. Jet Air is seeking relief from the requirement, and is seeking to reduce the coverage to \$1,000,000.

BRIEF BACKGROUND:

During lease negotiations, airport staff sought information regarding insurance coverage for the tenant, for a variety of items, including Environmental Liability, from the county Risk Manager. The county's insurance carrier recommended \$3,000,000 coverage for this type of insurance, which was included in the draft lease document. Following a period of negotiations, the lease was executed, with the \$3,000,000 provision intact. After the lease was signed the tenant sought a reduction in the insurance requirement. Advice from Corporation Counsel was sought, and the Airport was advised not to change the coverage limits due to potential county-wide ramifications. A listing of other airports and their limits of environmental insurance requirements is attached for reference.

WHAT PROPOSED ACTION IS NEEDED, IF ANY:

Based on advice from Corporation Counsel, it is recommended that the request to reduce the Environmental Liability Insurance coverage from \$3-M to \$1-M, be denied.

There is no Fiscal Impact resulting from this action.

Pollution Liability Insurance

Airport	Airport Code	State	Amount	2011 Enplanements	Comments
Phoenix-Mesa Gateway Airport Authority	AZA	Arizona	\$1 - \$2M	521,437	
Phoenix Sky Harbor International Airport	PHX	Arizona	\$5M	19,750,306	ONLY exception is when the company is escorted by a designated Aviation employee.
Tucson International Airport	TUS	Arizona	\$1M	1,779,679	\$300K for employees driving their own vehicles on the AOA and \$300K for hangar owners
Los Angeles World Airports (LAWA)	LAX	California	\$10M	30,528,737	No exceptions
San Francisco International Airport	SFO	California	\$2M - \$10M	20,056,568	Depends on the exposures
San Diego International Airport	SAN	California	\$10M	8,465,683	ONLY exception is if the vehicle is under escort, then it is \$1M, BUT the escort must have \$10M
Oakland International Airport	OAK	California	\$5M	4,550,526	No exceptions. However, the smaller General Aviation is in a separate area and subject to lower auto limits to access the ramp
Denver International Airport	DEN	Colorado	\$10M	25,667,499	
Colorado Springs Airport	COS	Colorado	\$5M	828,516	
Jacksonville International Airport	JAX	Florida	\$5M	2,700,514	No exceptions; could require more if we feel the exposure will require it
Miami International Airport	MIA	Florida	\$5M	18,342,158	No exceptions.
Fort Lauderdale/Hollywood International	FLL	Florida	\$5M	11,332,466	
Tampa International	TPA	Florida	\$10M	8,174,194	Will use discretion depending on the amount of access, and if the vehicles are escorted; in these situations, they're willing to go down to \$1M
Southwest Florida International Airport	RSW	Florida	\$5M	3,748,366	No exceptions
Orlando International Airport	MCO	Florida	\$5M	17,250,415	Normally at \$5M w/ AI endorsement, but if workign directly in operating taxi or runway, they have in past required \$25M; but normally just the \$5M
Jacksonville International Airport	JAX	Florida	\$5M	2,700,514	No exceptions, unless it's under a general contractor's liability. It's different at GA airports
Hartsfield-Jackson Atlanta International Airport	ATL	Georgia	\$10M	44,414,121	No exceptions
Indianapolis Airport	IND	Indiana	\$10M	3,670,396	May allow for some exceptions, but tries not to
Fort Wayne-Allen County Airport Authority	FWA	Indiana	\$1M	272,796	
Ben Gurion International Airport	TLV	Israel	\$250K	n/a	Vehicle 3rd Party Liability
Louisville International (Standiford Field)	SDF	Kentucky	\$10M (runways & taxiways); \$2M (if access is only to aprons & hangars owned)	1,650,707	Carries the provision that they can require higher limits for certain risks.
Bowman Field Airport	LOU	Kentucky	\$2M		This is a GA/reliever airport
Baltimore-Washington International	BWI	Maryland	\$500K per person; \$1M per occurrence	11,067,319	Property Damage \$1M per occurrence
Boston Logan International Airport	BOS	Massachusetts	\$10M	14,180,730	Exceptions rarely considered
Wayne County Airport Authority (Detroit Metropolitan Airport and Willow Run Airport)	DTW & YIP	Michigan	\$5M	15,716,865	Only exception is if they are under complete escort by Operations Department and their required service is minimal and limited; then \$1M is allowed
Minneapolis - St. Paul International Airport	MSP	Minnesota	\$5M	15,895,653	The exception would be if they are escorted and/or with a state or federal governmental agency (they have tort liability protection.)
Jackson-Movers	JAN	Mississippi	\$5M	615,622	Some exceptions have been made for small contractors that do rubber removal while providing additional oversight by operations
Lambert-St. Louis International Airport	STL	Missouri	\$10M	6,159,090	Doesn't allow for excess policy
Kansas City International Airport	MCI	Missouri	\$5M	5,011,000	In some cases though & depending on the tenant, the amount is as high as \$10 million
Eppley Airfield	OMA	Nebraska	\$100K for personal AL	2,047,055	But requires \$1M in GI
Pease International	PSM	New Hampshire	\$1M		No exceptions
Raleigh-Durham International Airport	RDU	North Carolina	\$1M	4,462,508	No exceptions
Cincinnati/Northern Kentucky International Airport	CVG	Ohio	\$10M	3,422,466	\$2M if escorted
Hopkins International	CLE	Ohio	\$10M	4,401,033	\$5M combined single limit for work and/or access to the landside area; deductible no more than \$50K allowed
Tulsa International Airport	TUL	Oklahoma	\$5M airfield	1,346,122	\$10M Terminal / \$1M landside
Portland International Airport	PDX	Oregon	\$5M	6,808,486	Rarely accepts lower amounts
Greenville Spartanburg International Airport	GSP	South Carolina	\$5M	880,994	No exceptions
Memphis International Airport	MEM	Tennessee	\$5M - \$10M	4,344,213	They do not go below \$5M
McGhee Tyson Airport	TYS	Tennessee	\$1M	841,237	\$500K for small GA airport to drive on apron
Nashville International	BNA	Tennessee	\$5M	4,673,047	\$1M if they fall under the liability policy of another airport tenant or covered under FBO policy
Dallas/Fort Worth International	DFW	Texas	\$10M	27,518,358	
Salt Lake City International	SLC	Utah	\$5M	9,701,756	
Roanoke Regional Airport	ROA	Virginia	\$5M	320,961	\$1M AL for aircraft owners who park inside the General Aviation AOA (generally park inside their leased hangar while the aircraft is in use) No exceptions
Seattle-Tacoma International	SEA	Washington	\$10M	15,971,676	\$5M in the NON movement area
Metropolitan Washington Airports Authority	MWAA	Washington, DC	\$2M	9,053,004	
Yeager Airport	CRW	West Virginia	\$1M	282,704	
Milwaukee County	MWC	Wisconsin	\$5M	n/a	
General Mitchell International Airport	MKE	Wisconsin	\$5M	4,671,976	Tenants who have rights to operate personal automobiles (especially private hangar owners - GA) still only have \$1M
Austin Straubel International Airport	GRB	Wisconsin	\$3M ???	352,157	
Outagamie County Regional Airport	ATW	Wisconsin	\$1M	242,346	
Dane County Regional Airport	MSN	Wisconsin	\$5M	741,365	Current contract is \$0. Will modify when expires.

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE AGENDA ITEM FORM

DEPARTMENT:

Airport

AGENDA ITEM:

The airport will be entering the fifth year of a 5-year agreement with Pro-Tec Fire Services for security and Aircraft Rescue and Fire Fighting (ARFF) services at Austin Straubel in 2014. We advised the contractor that we would be seeking RFP's or RFQ's during the coming year for a new contract which would commence in 2015. Pro-Tec responded with a proposal to extend their current agreement for two additional years, with no increase in contract price for 2014, and 1.5% increase(s) in 2015 and 2016.

See attachment.

BRIEF BACKGROUND:

Pro-Tec is a local company (formerly JJ Security), with corporate offices in Green Bay, that provides ARFF services at 16 airports in the U.S. and Canada. There are only a handful of companies which provide such services. Rural Metro which has recently undergone re-organization through the bankruptcy process, and has its corporate headquarters in Arizona, and Wackenhut which has merged with a British firm and is now known as G4S Secure Solutions, with headquarters in Florida. The contract provides armed security for the airport, as well as 24/7/365 crash, fire and rescue services for the airport.

WHAT PROPOSED ACTION IS NEEDED, IF ANY:

Based on the information developed for anticipated 2014 costs, as well as anticipated increases for 2015 and 2016, the offer from Pro-Tec to hold their contract price in 2014 and limit increases in the extended contract to 1.5% annually, we could save up to \$82,424 over three years, if the extension was granted.

Staff recommends the contract be extended as stipulated for two years.

Pro-Tec Fire Services Recent Contract History

	2.25%	Average annual increase			
2010		\$769,719			
2011		\$808,714	5.07%		
2012		\$809,284	0.07%		
2013		\$819,624	1.28%	Pro-Tec Proposal	
2014		\$840,789	2.58%	2014	\$820,000
2015		\$859,700	2.25%	2015	\$832,300 1.50%
2016		\$879,035	2.25%	2016	\$844,800 1.50%
	Est 3-yr cost	\$2,579,524			\$2,497,100
			3-year savings		\$82,424

**Brown County
Airport
Budget Status Report
October-13**

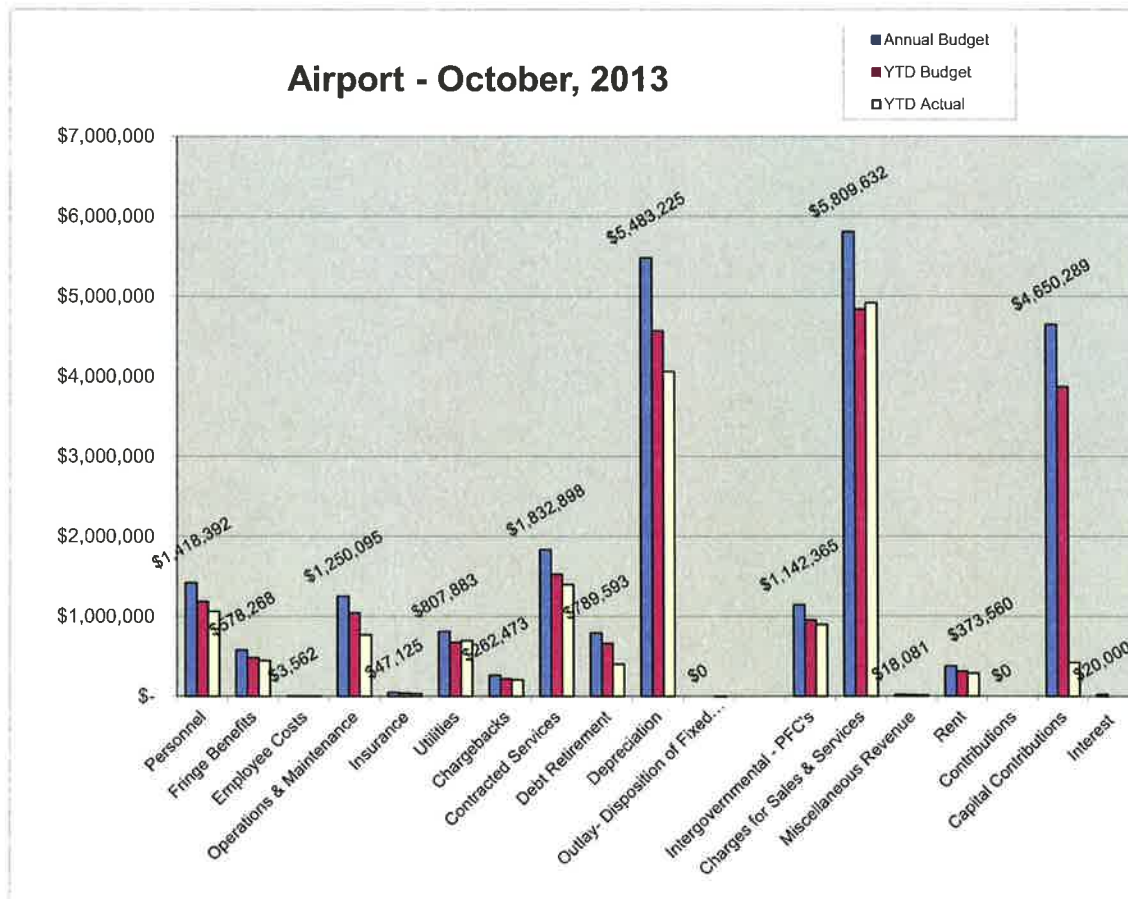
	Annual Budget	YTD Budget	YTD Actual
Personnel	\$1,418,392	\$1,181,993	\$1,059,013
Fringe Benefits	\$578,268	\$481,890	\$445,829
Employee Costs	\$3,562	\$2,968	\$2,323
Operations & Maintenance	\$1,250,095	\$1,041,746	\$767,459
Insurance	\$47,125	\$39,271	\$29,392
Utilities	\$807,883	\$673,236	\$695,208
Chargebacks	\$262,473	\$218,728	\$205,766
Contracted Services	\$1,832,898	\$1,527,415	\$1,399,717
Debt Retirement	\$789,593	\$657,994	\$401,829
Depreciation	\$5,483,225	\$4,569,354	\$4,062,129
Outlay- Disposition of Fixed Assets	\$0	\$0	-\$1,779
Intergovernmental - PFC's	\$1,142,365	\$951,971	\$894,844
Charges for Sales & Services	\$5,809,632	\$4,841,360	\$4,918,280
Miscellaneous Revenue	\$18,081	\$15,068	\$12,026
Rent	\$373,560	\$311,300	\$283,077
Contributions	\$0	\$0	\$0
Capital Contributions	\$4,650,289	\$3,875,241	\$421,609
Interest	\$20,000	\$16,667	\$22,123
Transfer in Wages	\$0	\$0	\$0

HIGHLIGHTS

Airport expenses continue to run under budget through the end of October. Stormwater fees, continue to keep Utilities over budget by a small amount .

All revenue accounts, with the exception of Capital Contributions are anticipated to meet or exceed budgeted figures by year end.

Thru Oct	Pax On	%(=/-)
2013	258,987	3.6%
2012	250,039	



BUDGET ADJUSTMENT REQUEST


<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring the reallocation of funds from another major budget classification. <input type="checkbox"/> b. Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Executive County Board
<input type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between budget classifications other than 2b or 3b adjustments. <input type="checkbox"/> b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Executive County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input checked="" type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board


Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.300.4301	Federal Grant Revenue	48,391
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.300.4302	State Grant Revenue	25,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.300.4303	Local Grant Revenue	18,318
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.300.5300	Supplies	500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.300.5340	Travel & Training	2,080
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.300.5601.400	Intra-County Expense Copy Center	1,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.300.5700	Contracted Services	73,106
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.300.9003.400	Transfer Out Wages	15,023
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.001.5100	Regular Earnings	10,522
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.001.5110.100	Fringe Benefits-FICA	4,501
<input checked="" type="checkbox"/>	<input type="checkbox"/>	650.078.001.9002.400	Transfer In Wages	15,023

Narrative Justification:

Brown County's Port has been awarded funding for the benefit of the Wisconsin Commercial Ports Association ("WCPA") to develop a master plan for all of Wisconsin's Commercial Ports. Funding for this project has been awarded by Wisconsin Coastal Management Program and Wisconsin Economic Development. The match requirement will be met by both the WCPA and Center for Freight Infrastructure Research & Education. Brown County will act as the fiscal agent for this project.

AUTHORIZATIONS


 Signature of Department Head
 Department: Port Resource Center
 Date: 11-16-13


 Signature of Executive
 Date: 11/18/13

Brown County
Register of Deeds
Budget Status Report

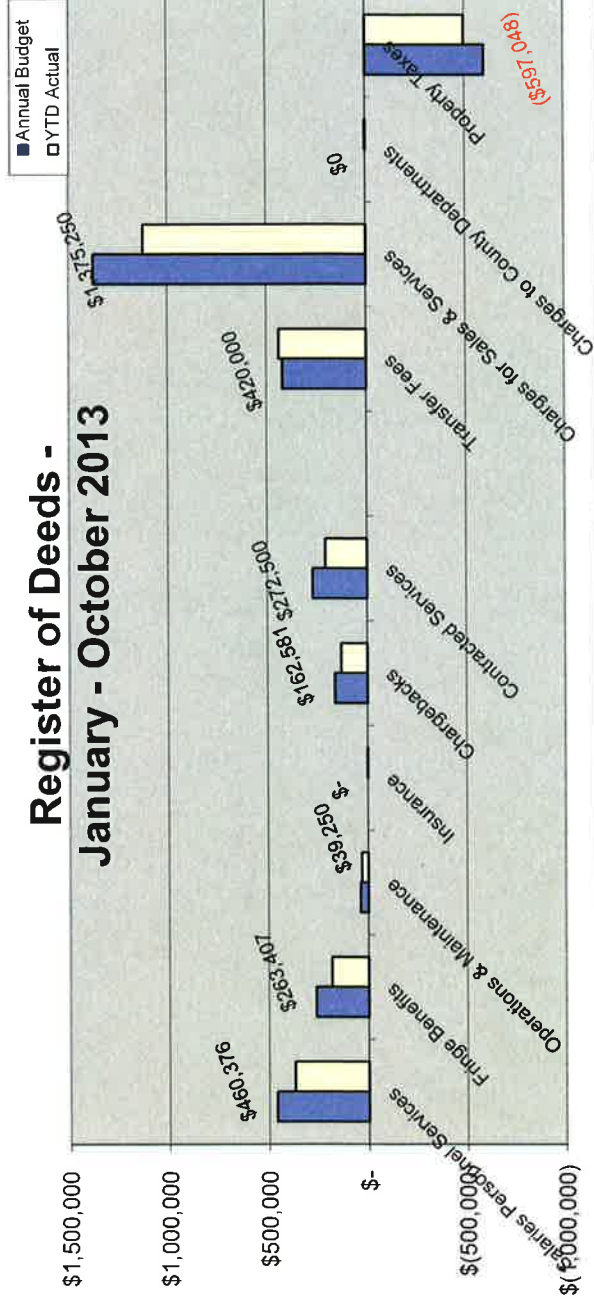
10/31/2013	Annual Budget	YTD Actual
Salaries Personnel Services	\$ 460,376	\$ 370,287
Fringe Benefits	\$ 263,407	\$ 184,823
Operations & Maintenance	\$ 39,250	\$ 31,198
Insurance	\$ -	\$ 88
Chargebacks	\$ 162,581	\$ 131,025
Contracted Services	\$ 272,500	\$ 208,872
Transfer Fees	\$ 420,000	\$ 438,473
Charges for Sales & Services	\$ 1,375,250	\$ 1,121,395
Charges to County Departments	\$ 0	\$ 3,289
Property Taxes	(\$597,048)	(\$497,540)

HIGHLIGHTS:

Cost categories are within budget, revenues ahead of budget.

Revenue received in excess of expenses is returned to the General Fund. The revenue is dependent on the housing market, which has seen a steady increase since 3rd quarter 2012. Transfer fees currently higher than projected. YTD fees higher than prior year YTD. Salaries lower than budgeted due to vacant position held vacant for a portion of the year.

**Register of Deeds -
January - October 2013**



AN ORDINANCE AMENDING SECTION 3.27 OF THE
BROWN COUNTY CODE ENTITLED
“REGISTER OF DEEDS DOCUMENTATION RECEPTION TIME CUT-OFF”

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 - Section 3.27 of Chapter 3 of the Brown County Code entitled “Register of Deeds Documentation Reception Time Cut-off” is hereby amended as follows:

Pursuant to Section 59.20, Wis. Stats. (1997-98), the cut-off reception time for filing and recording of documents is hereby advanced by one-half hour in any official business day during which time the Register of Deeds office is open to the public, except for the Register of Deed’s last official business day of the year whereby the cut-off reception time for filing and recording of documents shall hereby be advanced by one hour, in order to complete the processing, recording and indexing to conform to, the day of reception.

Section 2 - This ordinance shall become effective upon passage and publication.

Respectfully submitted,

PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE

Approved By:

Troy Streckenbach, (Date)
COUNTY EXECUTIVE

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Final Draft Approved by Corporation Counsel

Fiscal Impact: This ordinance does not require an appropriation from the General Fund.

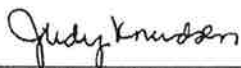
BUDGET ADJUSTMENT REQUEST

<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring the reallocation of funds from another major budget classification. <input type="checkbox"/> b. Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Executive County Board
<input type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between budget classifications other than 2b or 3b adjustments. <input type="checkbox"/> b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Executive County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input checked="" type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5300	UW Ext General Supplies	460
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.4800	UW Ext General Intra County Charge	460
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.300.5300	FIELDs Supplies	300
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.300.4800	FIELDs Intra County Charge	300
<input type="checkbox"/>	<input type="checkbox"/>			

Narrative Justification:

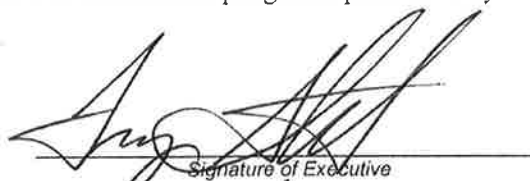
This request is for the revenue and related expenses for UW-Extension programs presented by FIELDs and 4-H staff to the Brown County Library.



Signature of Department Head

Department: UW-Extension

Date: 10/28/13



Signature of Executive

Date: 10/30/13

EB 10/29/13

BUDGET ADJUSTMENT REQUEST

<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring the reallocation of funds from another major budget classification. <input type="checkbox"/> b. Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Executive County Board
<input type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between budget classifications other than 2b or 3b adjustments. <input type="checkbox"/> b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Executive County Board
<input type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input checked="" type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.300.4600	FIELDS Charges and Fees	10,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.300.5300	FIELDS Supplies	4,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.300.9003.400	FIELDS Transfer Out Wages	6,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5100	UW Ext General Regular Earnings	5,574
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5110.100	UW Ext General Fringe Benefits FICA	426
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.9002.400	UW Ext General Transfer In Wages	6,000

EB 11/19/13

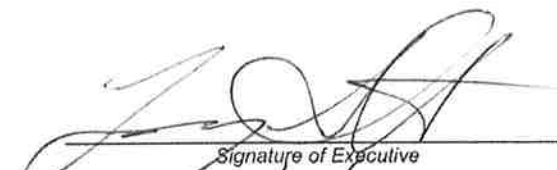
Narrative Justification:

UW-Extension FIELDS program has been approved by the Friends of the Library to construct educational stations for the Brown County Library System.


 Signature of Department Head

Department: UW-Extension

Date: 11/19/13


 Signature of Executive
 Date: 11/19/13

Brown County
Planning
Budget Status Report

10/31/2013

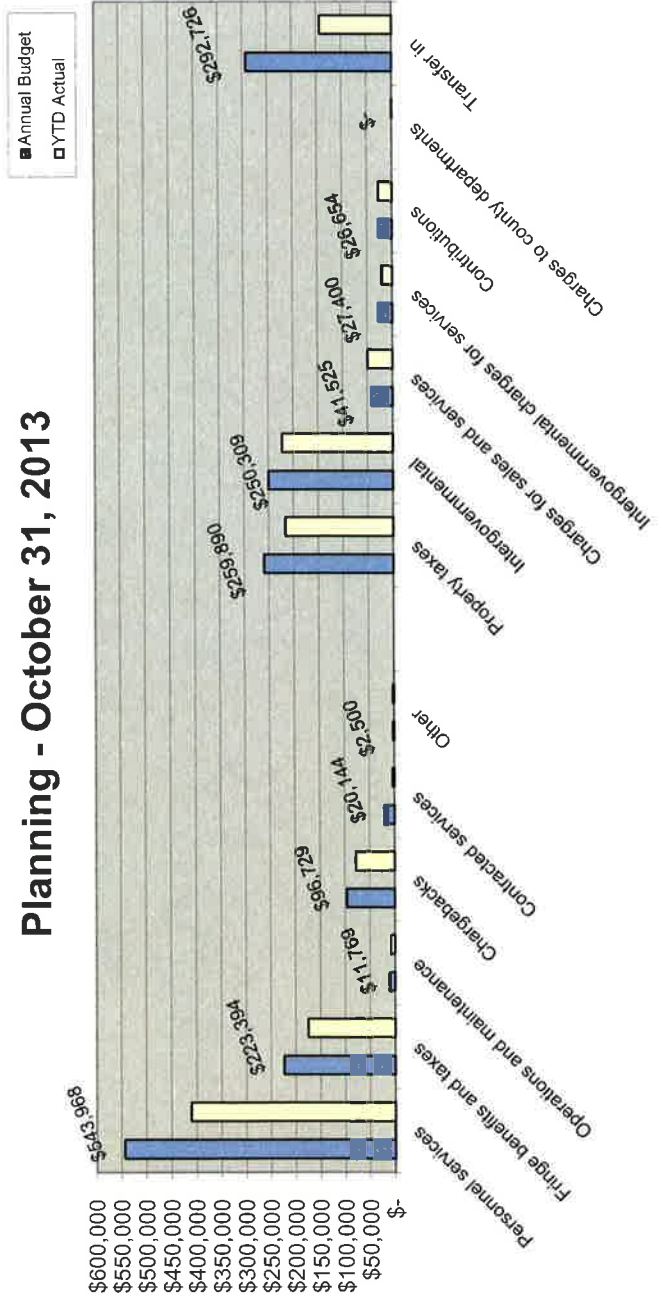
	Annual Budget	YTD Actual	Percentage
Personnel services	\$ 543,968	\$ 411,310	75.61%
Fringe benefits and taxes	\$ 223,394	\$ 175,278	78.46%
Operations and maintenance	\$ 11,769	\$ 8,181	69.51%
Chargebacks	\$ 96,729	\$ 78,477	81.13%
Contracted services	\$ 20,144	\$ 4,000	19.86%
Other	\$ 2,500	\$ 2,500	100.00%
Property taxes	\$ 259,890	\$ 216,575	83.33%
Intergovernmental	\$ 250,309	\$ 222,081	88.72%
Charges for sales and services	\$ 41,525	\$ 49,522	119.26%
Intergovernmental charges for services	\$ 27,400	\$ 20,940	76.42%
Contributions	\$ 26,654	\$ 26,667	100.05%
Charges to county departments	\$ -	\$ 260	NA
Transfer in	\$ 292,726	\$ 143,243	48.93%

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: All categories are at or near expectations.

Planning - October 31, 2013



Brown County
Property Listing
Budget Status Report
10/31/2013

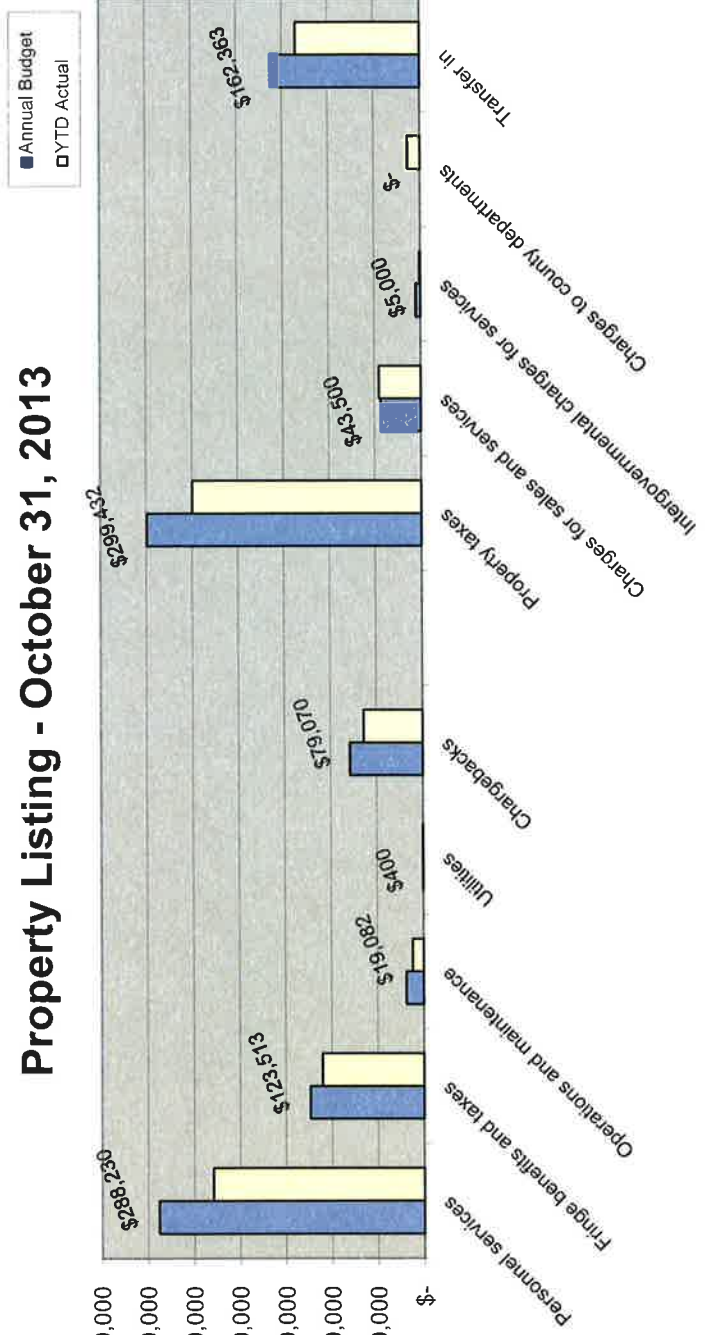
	Annual Budget	YTD Actual	Percentage
Personnel services	\$ 288,230	\$ 229,354	79.57%
Fringe benefits and taxes	\$ 123,513	\$ 110,303	89.30%
Operations and maintenance	\$ 19,082	\$ 12,010	62.94%
Utilities	\$ 400	\$ 158	39.50%
Chargebacks	\$ 79,070	\$ 63,983	80.92%
Property taxes	\$ 299,432	\$ 249,527	83.33%
Charges for sales and services	\$ 43,500	\$ 45,518	104.64%
Intergovernmental charges for services	\$ 5,000	\$ 1,050	21.00%
Charges to county departments	\$ -	\$ 13,632	NA
Transfer in	\$ 162,363	\$ 135,302	83.33%

HIGHLIGHTS:

Expenditures: All expenditures are within anticipated levels.

Revenues: All revenues are progressing as anticipated.

Property Listing - October 31, 2013



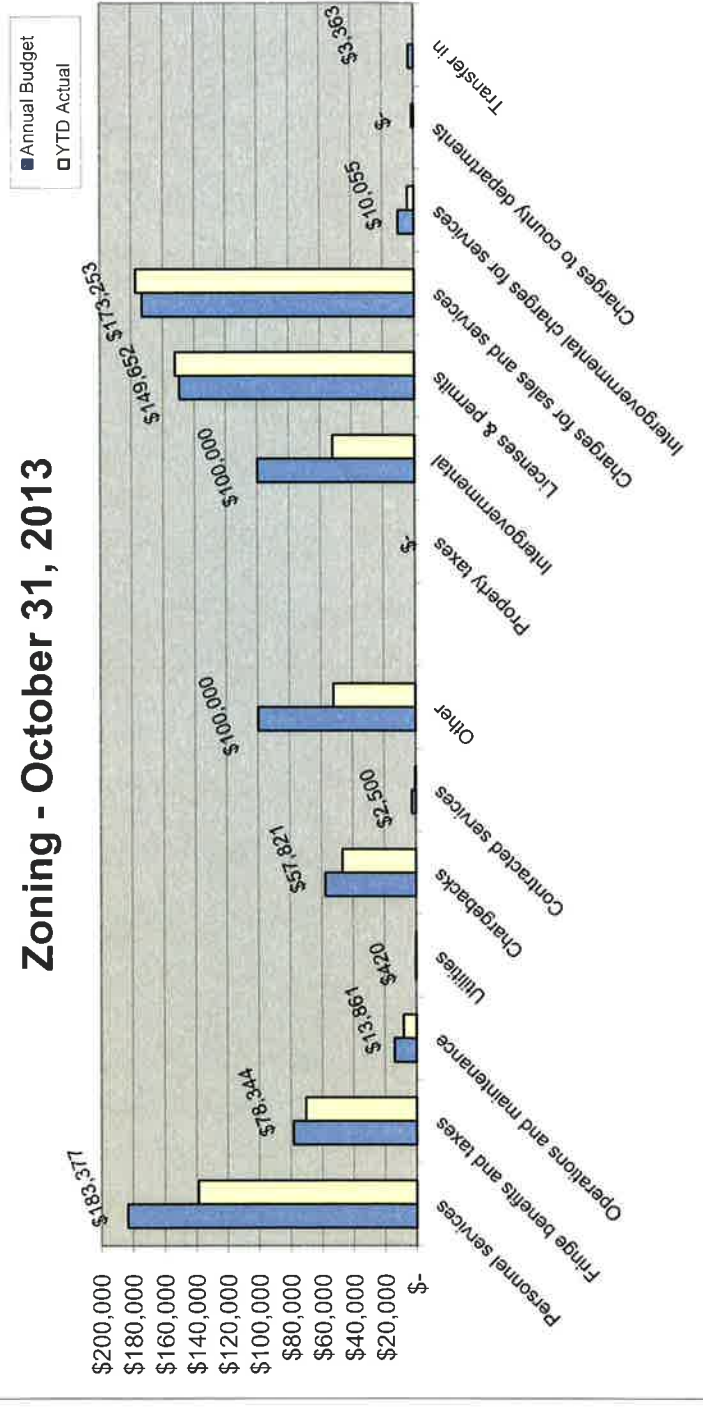
10/31/2013

	Annual Budget	YTD Actual	Percentage
Personnel services	\$ 183,377	\$ 138,747	75.66%
Fringe benefits and taxes	\$ 78,344	\$ 70,490	89.97%
Operations and maintenance	\$ 13,861	\$ 8,254	59.55%
Utilities	\$ 420	\$ 86	20.48%
Chargebacks	\$ 57,821	\$ 46,713	80.79%
Contracted services	\$ 2,500	\$ 516	20.64%
Other	\$ 100,000	\$ 52,100	52.10%
Property taxes	\$ -	\$ -	N/A
Intergovernmental	\$ 100,000	\$ 52,100	52.10%
Licenses & permits	\$ 149,652	\$ 152,386	101.83%
Charges for sales and services	\$ 173,253	\$ 177,404	102.40%
Intergovernmental charges for services	\$ 10,055	\$ 4,040	40.18%
Charges to county departments	\$ -	\$ 1,250	NA
Transfer in	\$ 3,363	\$ -	0.00%

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: Permits and public charges are progressing at our anticipated rate.

Zoning - October 31, 2013

BROWN COUNTY PUBLIC WORKS DEPARTMENT

Management Discussion and Analysis of Operations

Period Ended 10/31/2013

Summary of the Operations for Public Works

The Public Works Department is performing better than anticipated with positive variances in most areas.

HIGHWAY

660 Fund:

For the month of October 2013 we are reflecting a positive year-to-date variance of \$456,798.

For October 2013, "Intergovernmental Revenues" had a negative variance of \$4,965; but a year-to-date positive variance of \$753,259. This positive variance is primarily attributed to the long and heavy winter season we had at the beginning of this year.

"Miscellaneous Revenue" has a negative variance for the month of October of \$45,905 which is primarily due to Capital Projects. The activity on Capital Projects is starting to slow as we are wrapping up projects and preparing for the coming winter season.

The decrease in the above "Intergovernmental Revenues" & "Miscellaneous Revenue" is offset by a corresponding decreases in personnel costs and operating expenses.

240 Fund:

When comparing budget-to-actual results, we planned on using \$611K of reserve funds for year 2013 compared to the estimated actual usage of reserve funds of \$371K. Total county maintenance budget spent to date is 90.3% due to the longer than anticipated winter season; the Public Works Department is doing better than budgeted in the other maintenance categories and has come in under budget in Surface Maintenance, Trash Pickup, Drift Prevention, and Traffic Signal Maintenance. The remaining budget appears to be adequate for the remainder of 2013.

400s-Capital Projects:

For the Highway's Capital Project Funds we are anticipating a fund increase of \$1,122,318, which is primarily attributable to the savings from the projects completed in 2012. Public Works intends to apply \$944K of the savings to future projects to lesson future levy and bonding requirements.

Attached are the October 2013 Budget-to-Actual comparisons for the Highway Division of Public Works. Also, please find a Financial Summary for Road Maintenance through October 31, 2013, which is included in the aforementioned summary.

BROWN COUNTY PUBLIC WORKS DEPARTMENT
HIGHWAY FINANCIAL SUMMARY
 Month Ending October 31, 2013

660 Fund

	Oct 2013 Budget	Oct 2013 Actual	Variance	YTD Budget	YTD Actual	YTD Variance	Annual Budget	YTD Actual	Percentage
Intergovernmental Revenue	251,507	246,542	(4,965)	2,710,886	3,463,945	753,259	3,400,000	3,463,945	102%
Public Charges	2,589	497	(2,092)	27,904	51,049	23,145	35,000	51,049	146%
Miscellaneous Revenue	1,462,090	1,416,185	(45,905)	14,620,900	12,769,753	(1,851,147)	17,545,074	12,769,753	73%
Other Financing Sources-Trans	50,917	50,917	(0)	509,170	509,167	(3)	611,000	509,167	83%
Total Revenues	1,767,103	1,714,141	(52,962)	17,868,860	16,793,914	(1,074,747)	21,591,074	16,793,914	78%
Personnel Cost	554,782	533,411	(21,371)	5,547,817	5,669,229	121,412	6,657,380	5,669,229	85%
Operating Expenses	1,214,861	1,186,862	(27,999)	12,148,611	10,415,649	(1,732,962)	14,578,333	10,415,649	71%
Interdepartmental Charges	29,613	31,551	1,938	296,134	313,694	17,560	355,361	313,694	88%
Other Financing Uses-Trans	-	-	-	-	62,445	62,445	-	62,445	0%
Total Expenses	1,799,256	1,751,824	(47,432)	17,992,562	16,461,017	(1,531,545)	21,591,074	16,461,017	76%
Property Taxes	-	-	-	-	-	-	-	-	0%
Increase (Use) of Fund Balance	(32,153)	(37,683)	(5,530)	(123,902)	332,896	456,798	-	332,896	

240 Fund

	Oct 2013 Budget	Oct 2013 Actual	Variance	YTD Budget	YTD Actual	YTD Variance	Annual Budget	YTD Actual	Percentage
Intergovernmental Revenue	935,855	935,855	-	3,932,420	3,932,420	-	4,002,000	3,932,420	98%
Property Taxes	14,583	14,533	(50)	145,833	145,833	0	175,000	145,833	83%
Total Revenues	950,438	950,438	0	4,078,253	4,078,253	0	4,177,000	4,078,253	98%
CTH Maintenance	235,958	138,784	(97,174)	2,975,457	3,427,897	452,440	3,796,000	3,427,897	90%
Bridge Aid & Hwy Construction	31,750	178,958	147,208	317,500	235,667	(81,833)	381,000	235,667	62%
Transfer Out	50,917	50,917	(0)	509,167	509,167	(0)	611,000	509,167	83%
Total Expenses	318,625	368,659	50,034	3,802,124	4,172,731	370,607	4,788,000	4,172,731	87%
Increase (Use) of Fund Balance	631,813	581,780	(50,033)	276,129	(94,478)	(370,607)	(611,000)	(94,478)	
				GTA Accrued \$ (767,962)					
				other GTA Areas \$ 192,500					
				after savings from 660 (669,940)					
				(337,043)					

400s-Capital Projects

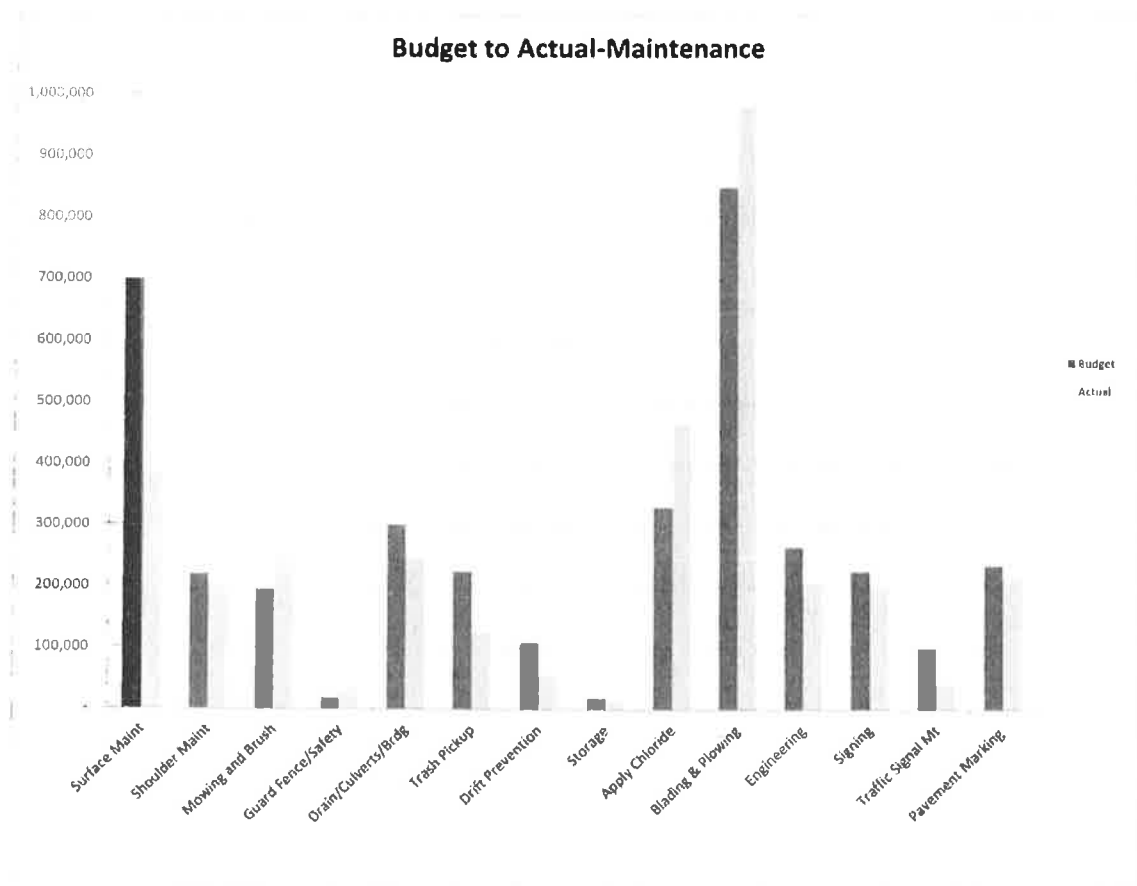
Est CAP PROJ FUND BALANCE 10/31/13	6,887,063.11
Add Interest Income	8,863.54
Less Projects est costs yet	(5,784,745.17)
Less Payments To Debt Service	-
Estimated Fund Increase	1,122,317.94

Main Contributors (Est Fund Increase)

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**BROWN COUNTY PUBLIC WORKS
ROAD MAINTENANCE BUDGET TO ACTUAL-FUND 240
AS OF 10/31/13**

	Budget	Actual	Remaining	Percentage Used
Surface Maint	700,000	387,387	312,613	55.34%
Shoulder Maint	220,000	202,857	17,143	92.21%
Mowing and Brush	196,000	249,133	(53,133)	127.11%
Guard Fence/Safety	20,000	33,376	(13,376)	166.88%
Drain/Culverts/Brdg	300,000	247,252	52,748	82.42%
Trash Pickup	225,000	124,831	100,169	55.48%
Drift Prevention	110,000	57,394	52,606	52.18%
Storage	20,000	16,667	3,333	83.33%
Apply Chloride	330,000	465,472	(135,472)	141.05%
Blading & Plowing	850,000	980,800	(130,800)	115.39%
Engineering	265,000	206,148	58,852	77.79%
Signing	225,000	198,333	26,667	88.15%
Traffic Signal Mt	100,000	42,742	57,258	42.74%
Pavement Marking	235,000	215,504	19,496	91.70%
Total	3,796,000	3,427,897	368,103	90.30%



FACILITIES

As of October 30, we are showing a year to date (YTD) positive variance of \$176,379. Total revenues are higher than budgeted by 2%.

Although we have a positive variance in total revenue, Intra-county charges for housekeeping and maintenance services are still down 5% at the Community Treatment Center (CTC) due to reduced service work performed at the CTC. This is offset by the unanticipated Focus on Energy revenue received so far in 2013.

The reduction in Miscellaneous Revenues is offset by a corresponding reduction in personnel costs and operating expenses. The year-to-date interdepartmental charges are running higher than budgeted and is primarily due to Highway performing more work for Facility Management than anticipated and using the Highway Division's Electrician because the Facility Management Division's Electrician was unavailable until May 28.

Attached are the Budget-to-Actual comparisons through October 31, 2013 for the Facilities Division of Public Works.

STAFFING SUMMARY:

HIGHWAY DIVISION			FACILITIES DIVISION		
	Budgeted FTE's	Actual #FTE's		Budgeted FTE's	Actual #FTE's
Mgmt / Office	11.2	10.5 *	Mgmt / Office	6.16	6.1 **
Electrician	1	1	Fac Mechanic / Workers	18	18
Engineering	4	4	Housekeeping	18.5	17
Mechanical	11	11	Electrician	1	1
Laborers	65	61 *	Security	0.53	0
Parks	1.65	0	Summer Help	0.46	0
Summer Help	4	0			
TOTAL	97.85	87.50	TOTAL	44.65	42.10

* 4 Full-time Highway Laborers and a 0.7 Clerk Typist II - Unfunded (Per 2013 Budget)

** 0.06 Facility Manager Position eliminated in January 2013.

**BROWN COUNTY PUBLIC WORKS DEPARTMENT
FACILITIES FINANCIAL SUMMARY-FUND 100
Month Ending October 31, 2013**

	Oct 2013 Budget	Oct 2013 Actual	Variance	YTD Budget	YTD Actual	YTD Variance	Annual Budget	YTD Actual	Percentage
Intergovernmental Revenue	1,250	1,250	-	12,500	12,500	-	15,000	12,500	83%
Public Charges	54,023	54,760	737	540,231	543,504	3,273	648,277	543,504	84%
Miscellaneous Revenue	100,370	91,819	(8,551)	1,003,696	1,007,171	3,475	1,204,435	1,007,171	84%
Other Financing Sources-Trans	-	-	-	85,646	87,456	1,810	85,646	87,456	0%
Total Revenues	155,643	147,829	(7,814)	1,642,073	1,650,631	8,558	1,953,358	1,650,631	85%
Personnel Cost	212,861	192,967	(19,894)	2,128,607	2,061,468	(67,139)	2,554,328	2,061,468	81%
Operating Expenses	136,283	118,144	(18,139)	1,362,834	1,251,851	(110,983)	1,635,401	1,251,851	77%
Interdepartmental Charges	7,155	9,397	2,242	71,550	104,817	33,267	85,860	104,817	122%
Outlay	3,283	-	(3,283)	39,390	16,423	(22,967)	39,390	16,423	0%
Other Financing Uses-Trans	-	-	-	-	-	-	-	-	0%
Total Expenditures	359,582	320,508	(39,074)	3,602,381	3,434,559	(167,822)	4,314,979	3,434,559	80%
Property Taxes	196,802	196,802	(0)	1,968,018	1,968,018	(0)	2,361,621	1,968,018	83%
Increase (Use) of Fund Balance	(7,137)	24,124	31,261	7,710	184,089	176,379	-	184,089	

**BROWN COUNTY
PUBLIC WORKS DEPARTMENT
Director's Report**

Below are certain significant items I wish to report on for the Public Works Department as of 10/31/2013:

PROJECT UPDATES.

During the construction season 2013, the project scheduling techniques and planning models employed, permitted the Highway Division of the Public Works Department to increase its output. The major projects that were added to the schedule are as follows:

- CTH EB - reconditioned approximately one mile of rural 2 lane road
- CTH EE - reconditioned approximately 700 feet of rural 2 lane road
- CTH ZZ - slope stabilization approximately 360 feet
- CTH B - RR crossing repair
- CTH B - pavement repairs (Velp Ave)
- CTH U - recondition and redirect urban road section (approximately a \$490,000 project)
- Wetland Mitigation construction
- CTH EB - resurface approximately 1,600 feet of pavement (one lane)

The above-listed additional work is approximately \$1,000,000 of added value without requesting additional funding.

Funding was available for certain projects outside of the County and other projects were funded from efficiencies gained from employing management fundamentals. These same management fundamentals were the main reason for labor and equipment availability to complete the work. Please see the attached photos related to some of these projects.

TWELVE-HOUR DAYS.

Highway Division. Report attached indicates employees that have worked 12 hours or more in a single shift for the month of October 2013. This overtime relates mainly to State DOT work.

Facility Management Division. There were three (3) employees that worked a 12+ hour shift in October 2013 (see attached).

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



CTH EB – Pulverized June 11



CTH EB – Pulverized June 13

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



CTH EB – Binder/with paint June 19 (Pending DNR permits for pipes)



CTH EB – Pipes replaced, top mat installed – September 19

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



CTH EE @ STH 41 – Reconstruct June 13



CTH EE @ STH 41 – Reconstruct June 13

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



CTH EE @ STH 41 – Reconstruct June 19



CTH ZZ – Slope stabilization – July 1

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



CTH ZZ – Slope stabilization – July 1



CTH ZZ – Slope stabilization – July 1

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



RR Crossing Repair CTH B – Before



RR Crossing Repair CTH B – July 17

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



RR Crossing Repair CTH B – July 17



RR Crossing Repair CTH B – July 17

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



Velp Ave (South of B) Pavement Repairs – August 15th



Velp Ave (South of B) Pavement Repairs – August 15th

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



CTH U – Service Rd, October 19



CTH U – Service Rd, October 19

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



CTH U – Service Rd, November 2



CTH U – Service Rd, November 19

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



CTH U – Service Rd, November 19



CTH U – Service Rd, November 19

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



CTH U – Service Rd, November 19



Wet Land construction (CTH Z) – November 7

Brown County Public Works – 2013 Unscheduled/Unfunded Projects



Wet Land construction (CTH Z) – November 7

Public Works - Highway Division
12-Hour Work Days
10/1 - 10/31/13

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
10/1/2013	Gussert, Tim	Leo Frigo Bridge	12
10/2/2013	Gussert, Tim	Leo Frigo Bridge	13
10/2/2013	Zelton, Brian	C-19	12.5
10/3/2013	VanRite, Paul	Leo Frigo Bridge	12
10/8/2013	VandenBush, Ken	Electrician	12
10/9/2013	Buhr, Mike	GV-11, signing	14
10/9/2013	Fontaine, Gary	GV-11, signing	14.5
10/10/2013	Allen, Chad	state bridge	14
10/10/2013	Allen, Chris	state bridge	14.5
10/10/2013	Bastian, Dan	state bridge	14.75
10/10/2013	Giese, Jon	state bridge	14.75
10/10/2013	Holda, Doug	state mudjacking	15.5
10/10/2013	Ignatowski, Paul	state bridge	14.75
10/10/2013	Karbon, Dan	state bridge	15
10/10/2013	Kielpikowski, Dennis	state bridge	15
10/10/2013	Little, Bob	state mudjacking	15.25
10/10/2013	Loritz, Nancy	state bridge	14.75
10/10/2013	Thibodeau, Larry	state mudjacking	15.25
10/10/2013	Tilkens, Todd	state bridge	15
10/10/2013	Kilgore, Shawn	state bridge	14.75
10/10/2013	VandenElzen, Ken	state mudjacking	15.25
10/11/2013	Fontaine, Gary	signing	15
10/11/2013	Maus, Todd	signing	12.25
10/11/2013	Oettinger, Tim	signing	12.25
10/11/2013	VanRite, Paul	Leo Frigo Bridge	12.5
10/11/2013	Buhr, Mike	signing	13
10/13/2013	Shimanek, Steve	Leo Frigo Bridge	12.5
10/15/2013	VanRite, Paul	Leo Frigo Bridge	12
10/18/2013	Messerschmidt, Bill	Leo Frigo Bridge	12.5
10/18/2013	Welsing, Jay	Leo Frigo Bridge	12.5
10/19/2013	Beihoff, Chad	Engineering, U-20	12
10/25/2013	Burkel, Jim	signing	14.75
10/28/2013	Allen, Chad	DC boiler pipe fix	12
10/28/2013	Giese, Jon	DC boiler pipe fix	12

**PUBLIC WORKS
FACILITY MANAGEMENT DIVISION
12-HOUR WORK DAYS
10/1/13 thru 10/30/13**

DATE	EMPLOYEE	OPERATION PERFORMED	# HOURS WORKED
10/3/13	Craig Warden	Stripping/waxing hallway floor – Brown County Jail	16.0
10/3/13	Craig Williams	Stripping/waxing hallway floor – Brown County Jail	16.0
10/30/13	Ryan Batal	Intercom system problems – Brown County Jail	12.0